



## LINCOLNSHIRE – PRAIRIE VIEW SCHOOL DISTRICT 103

1370 N. Riverwoods Road • Lincolnshire, Illinois 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

### **BOARD OF EDUCATION AGENDA**

**OCTOBER 15, 2013**

The Regular Meeting of the Board of Education of Lincolnshire-Prairie View School District 103 will be held on Tuesday, October 15, 2013 at 7:00 PM in the Library of Laura B. Sprague School, 2425 Riverwoods Road, Lincolnshire, Illinois.

**Please note this Board of Education Meeting will be held at Laura B. Sprague School located at 2425 Riverwoods Road, Lincolnshire, Illinois 60069.**

- A. Call to Order and Roll Call  
Time: 2 Hours 10 Minutes
- B. Pledge of Allegiance
- C. Community Participation
- D. Celebrating Successes - Nancy Alban
- E. Approval of Minutes 3  
Time: 5 Minutes
- F. Consent Agenda  
Time: 10 Minutes
  - 1. Presentation and Approval of Bills 12
  - 2. Approval of Designation of Banks 38
  - 3. Approval of Policy Issue 2nd Reading 39
  - 4. Approval of 2013-2014 QLAP Report 53
  - 5. Approval of Employment 61
- G. Action Items  
Time: 10 Minutes
  - 1. Approval of Estimated 2013 Levy 62
  - 2. Approval of Payment to Lake County Regional Office of Education for Depke Juvenile Center 73
- H. Information  
Time: 45 Minutes
  - 1. Board Representatives Committee Update
  - 2. Department Updates
    - a. Business Office 74

b. Facilities	84
c. Curriculum and Instruction, Student Services, Technology, Enrollment	86
d. Transportation	91
3. Superintendent's Informational Report	94
4. SP/HD/DW Charitable Activities	99
I. Old Business/New Business	
J. Correspondence	
K. In the Press	102
L. Community Participation	
M. Executive Session	
Time: 1 Hour	
N. Adjournment	



**Lincolnshire-Prairie View School District 103**

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<http://www.d103.org>

**BOARD OF EDUCATION MEETING MINUTES**

Tuesday, September 17, 2013

The Regular Board of Education Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, September 17, 2013 in the Learning Center of Daniel Wright Junior High School, 1370 N. Riverwoods Road, Lincolnshire, Illinois.

The following Board Members were in attendance:

Gary Gordon, President  
Chris Curtis, Vice President  
Kate Harper  
Sandy Simon  
Sherri Thomas  
Anne van Gerven  
Ben Yomtoob

Absent: None.

Also present were:

Dr. Scott Warren, Superintendent  
Dan Stanley, Assistant Superintendent for Business  
Julie Postma, Director of Student Services  
Norma Taylor, Board Secretary

Public: 4

Press: 1

Staff: 4

**Call to Order and Roll Call**

President Gordon called the meeting to order at 7:02pm.

**Pledge of Allegiance**

**Community Participation**

Beth Hanna, 35 Lancaster Lane, Lincolnshire, Illinois addressed the Board regarding the Board Goals and asked the Board to consider making draft goals available to the public and delaying their approval until the public had an opportunity to review them and provide comment.

**Approval of Minutes**

**Motion by** Mrs. Harper, seconded by Mrs. van Gerven, to approve the August 20, 2013 Regular and Executive Session Meeting Minutes, and the September 3, 2013 COW and two Executive Session Meetings Minutes.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None. Abstain: Yomtoob for August 20, 2013 Minutes. Motion carried.

**Consent Agenda**

**Motion by** Mrs. Simon, seconded by Mrs. Thomas, to approve the following items on the Consent Agenda:

Presentation and Approval of Bills

Approval of School Donations

Approval of Amendment to Superintendent's Contract

Approval of Employment

Approval of Classified Salary Adjustment

Approval of the Application for Recognition of Schools

No items were pulled for further discussion.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None. Abstain: None. Motion carried.

**Action Items****1. Approval of Rivershire Intergovernmental Agreement**

Dr. Warren explained the 5-year agreement between the Village of Lincolnshire and Lincolnshire-Prairie View School District 103 for the use of Rivershire Nature Center will extend our priority use of the building and grounds from 3 days per week to every day, Monday through Friday during school hours. No other changes were made to the agreement.

**Motion by** Mr. Yomtoob, seconded by Mrs. Harper, to approve the renewal of the Rivershire Intergovernmental Agreement with the Village of Lincolnshire.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None. Abstain: None. Motion carried.

There was a break in the meeting at this time for some copying of documents. While waiting, the Board moved on to the Information portion of the meeting and discussed 6<sup>th</sup> Day Enrollment. There was a question from a board member regarding the *Kasarda Report*. This report shows demographic trends and enrollment projects. The report projects the minimum number of students to expect each year, the most likely number, and the number greater than anticipated.

**2. Approval of Board Goals**

The Board pulled the Approval of Board Goals from the Action Items to have further discussion of revisions. The Board made revisions and agreed to make it available as a draft document to the public for input.

### **3. Approval of Superintendent's Goals**

The Board pulled the Approval of Superintendent's Goals from the Action Items to have further discussion of revisions. The Board discussed various aspects of the Superintendent's Goals. Dr. Warren will update his goals to reflect the revisions noted.

#### **Information**

Board Representatives Committees Updates:

Mrs. van Gerven reported on the September 10, 2013 PTO meeting she attended. Approximately 30 people were in attendance. Highlights included:

- The Back to School Bash was a tremendous success,
- The PTO goals for the year which are focused on increasing involvement and reaching out to all groups and getting more parents involved,
- The PTO hopes to make their larger events such as the Book Fair and 5K into more community events and less fund-raising,
- The PTO provided tee-shirts to staff to welcome them back to the new year,
- The PTO would like to provide more Parent Ed offerings,
- The PTO is planning on increasing Teacher Appreciation Week activities to more than 1 day.

Mrs. Harper attended the Learning Fund Foundation (LFF) Meeting and reported they are working on branding and increasing exposure in the community in a more professional manner. She informed the Board an anonymous donor has given \$17,500 for the purpose of additional iPads for the district.

Mrs. Harper met with Vicki Mattson, Director of Transportation, to learn about the process involved in the Transportation Department. Vicki is reaching out to other districts to see how we compare with wait time, average walking distance for certain ages, what an expected bus ride might be, along with other components. Mrs. Harper was grateful for Vicki's time and expertise.

Mr. Gordon attended the PTO Welcome Back Coffee. He stated Mrs. Reynolds gave an informative update on the various initiatives going on in the district.

Mr. Curtis informed the Board that he and Mr. Gordon spoke with the audit firm regarding the audit that was recently completed for FY 2013. The audit is completed and all the issues from last year's management letter have been addressed. There will not be another management letter this year. He thanked Mr. Stanley for his great work in the process and procedures.

#### **Superintendent Report**

Dr. Warren informed the Board of two Freedom of Information Act (FOIA) requests received by the District. The first was a commercial request from Olson Transportation requesting the bid documents for the transportation of students with special needs. The other request was from the Daily Herald Newspaper requesting registrations, invoices and receipts for the 2013 IASB Joint Conference.

Dr. Warren informed the Board that the Wellness Committee has an upcoming meeting with Gallagher Benefit Services to help create and implement a quality program to begin with the 2014-2015 school year.

Dr. Warren reported the Evaluation Committee visited all schools recently to discuss the evaluation system in more detail with staff. A FAQ is being created to help facilitate the transition to the new program. The committee will meet periodically throughout the year to review the program and make modifications.

Dr. Warren reported the administration team met with our new police liaison, Officer Lindahl and Sgt. Covelli from the Lincolnshire Police Department to review our crisis plan and discuss the new "Active Shooter" drill and requirements for school districts.

Dr. Warren informed the Board the district has received 16 architect proposals and the administration will be reviewing those to narrow the list down to 5.

### **Old Business/New Business**

There was no old or new business to discuss.

### **Community Participation**

There was no community participation at this time.

### **Executive Session**

**Motion by** Mr. Gordon, seconded by Mrs. van Gerven, the Board move into Executive Session to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employees and student discipline.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None. Abstain: None. Motion carried.

The meeting moved into Executive Session at 7:48 pm.

The meeting returned to Open Session at 8:24 pm.

Mr. Gordon asked Administration to consider cost containment of custodial services for the district.

The Board and Administration discussed policies and procedures regarding hiring district personnel.

### **Adjournment**

**Motion by** Mr. Yomtoob, seconded by Mr. Curtis to adjourn.

**Voice Vote:** All ayes. No nays. Motion carried.

The meeting adjourned at 9:03 pm.

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President Board of Education

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Secretary Board of Education



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**BOARD OF EDUCATION EXECUTIVE SESSION MINUTES**

Tuesday, September 17, 2013

The Executive Session of the Regular Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, September 17, 2013 in the Learning Center of Daniel Wright Junior High School located at 1370 N. Riverwoods Road, Lincolnshire, Illinois.

The following Board Members were in attendance:

Gary Gordon, President  
Chris Curtis, Vice President  
Kate Harper  
Sandy Simon  
Sherri Thomas  
Anne van Gerven  
Ben Yomtoob

Absent: None

Also present were:

Dr. Scott Warren, Superintendent  
Dan Stanley, Assistant Superintendent for Business  
Julie Postma, Director of Student Services  
Norma Taylor, Board Secretary

Executive Session convened at 7:56 pm.

Mr. Gordon stated the Board is in Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and student discipline.

Dr. Warren asked Mr. Stanley to report to the Board about retirement options for Ed Denecke. Mr. Stanley presented a spreadsheet of Potential Custodial Retirement Savings for Ed Denecke's retirement.

Dr. Warren informed the Board of a student discipline issue. A 4<sup>th</sup> grade student was suspended twice. This student has an IEP and had a verbal altercation with another student. The situation was handled very appropriately through social worker and meetings with parents. He received a

one-day suspension. Several days later this same student had another altercation involving striking another student. He received another one-day suspension.

The Board asked about filling the position of the Curriculum Coordinator.

Mr. Stanley reported about a bus accident that occurred earlier in the day and that the bus driver, who was in her probationary period, was released from duty.

**Motion by** Mr. Yomtoob, seconded by Mr. Gordon, to return to Open Session.

**Voice Vote:** All ayes. No nays. Motion carried.

The meeting returned to Open Session at 8:24 pm.

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President Board of Education

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Secretary Board of Education



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**BOARD OF EDUCATION COW MEETING MINUTES**

Tuesday, October 1, 2013

The Board of Education Committee of the Whole Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, October 1, 2013 in the Learning Center of Daniel Wright Junior High School, 1370 N. Riverwoods Road, Lincolnshire, Illinois.

The following Board Members were in attendance:

Gary Gordon, President  
Chris Curtis, Vice President  
Kate Harper  
Sandy Simon  
Sherri Thomas  
Anne van Gerven  
Ben Yomtoob

Absent: None.

Also present were:

Dr. Scott Warren, Superintendent  
Dan Stanley, Assistant Superintendent for Business  
Katie Reynolds, Assistant Superintendent for Curriculum and Instruction  
Julie Postma, Director of Student Services  
Norma Taylor, Board Secretary

Public: 2

Press: 1

Staff: 4

**Call to Order and Roll Call**

President Gordon called the meeting to order at 7:04 pm.

**Pledge of Allegiance**

**Community Participation**

There was no community participation at this time.

**Action Items****1. Approval of Board of Education Goals**

**Motion by** Mr. Curtis, seconded by Mrs. Simon, to approve the Board Goals for 2013-2014.

A Board member asked if any Board members or Administration received any comments from the public regarding the Board Goals. One Board member received a call from a reporter. No other questions/comments had been received regarding Board Goals.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None  
Abstain: None. Motion carried.

President Gordon acknowledged a community member arriving at the meeting who wished to address the Board.

Sandy Gantt, 202 Westminster Way, Lincolnshire, addressed the Board regarding the Band program at Daniel Wright Junior High School and the students being pulled out of class for lessons.

Marian Scarbrough, 50 Wiltshire Drive, Lincolnshire addressed the Board regarding the Band program at Daniel Wright Junior High School.

**2. Approval of Superintendent's Goals**

**Motion by** Mrs. Thomas, seconded by Mr. Yomtoob, to approve the Superintendent Goals for 2013-2014.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None.  
Abstain: None. Motion carried.

**3. Approval of Retirement Agreement**

**Motion by** Mrs. van Gerven, seconded by Mr. Curtis, to approve the retirement agreement as presented.

**Roll Call:** Ayes: Curtis, Harper, Simon, Thomas, van Gerven, Yomtoob, Gordon. Nays: None.  
Abstain: None. Motion carried.

**Discussion Items:****QLAP Report**

Mrs. Reynolds presented the draft of the 2013-2014 Quality Learning Action Plan updated with the current reality, strategies and actions steps, responsibilities, timeline and evidence of effectiveness for each goal.

**Tentative 2013 Levy**

Mr. Stanley provided the Board information regarding the 2013 Tentative Levy. He recommended the Board approve the Tentative Levy at the October 15, 2013 meeting and approve the Final Levy at the November 12, 2013 meeting. Prior to the adoption of the Final

Levy, the District will hold a public hearing with notice in the paper 7-14 days before the hearing. The Administration will issue a press release explaining the Levy and notice before the notice is published.

### **ISAT Results**

Mrs. Reynolds provided a review of the 2013 ISAT results. She explained this is the first year that the State of Illinois will report ISAT scores using the new cut scores. The district scores reflect 92.5% of all students scored in the meets and exceeds category for both reading and math.

### **Adequate Yearly Progress Report**

Mrs. Reynolds provided the district and each school's Adequate Yearly Progress Report for 2013. This report is provided by the State of Illinois and is a requirement of the No Child Left Behind Act. This year, the District, Half Day School, and Laura B. Sprague School met the requirements for making Adequate Yearly Progress.

### **Policy Updates Issue 82**

Mr. Yomtoob reviewed and discussed seven Board policies. The Board decided to amend the Student Records policy to add further language to clarify student records kept in a staff member's sole possession. The Board will write language to clarify the policy.

### **State Grants**

Mr. Stanley discussed two competitive State grants that the District can apply for. The likelihood of the District being awarded the grants is minimal because they are based on District need.

### **Community Participation**

There was no community participation at this time.

### **Adjournment**

**Motion** by Mrs. Simon, seconded by Mrs. van Gerven, to adjourn.

**Voice Vote:** All ayes. No nays. Motion carried.

The meeting adjourned at 8:32 pm.

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President Board of Education

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Secretary Board of Education

# Bills Payable List Fund Total

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Lincolnshire-Prairie View SD #103

<b>Fund Code</b>	<b>Description</b>	<b>Amount</b>
10	Education Fund	556,705.87
20	Oper, Build, & Maint Fund	123,928.89
30	Debt Service Fund or Fund Group	1,534.15
40	Transportation Fund	55,424.37
50	I.M.R.F./Soc. Sec. Fund	20,320.00
60	Capital Projects Fund or Fund Group	111,716.36
<b>Report Total</b>		<u><u>\$869,629.64</u></u>

# Bills Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
<b>ACADEMIC ADVANTAGE</b>					
		CHROMEBOOK REPAIRS	15	150.00	10-2660-319
		IPAD REPAIRS	15	255.00	10-2660-319
		CHROMEBOOK REPAIRS	15	75.00	10-2660-319
		IPAD REPAIRS	15	255.00	10-2660-319
				<u>\$735.00</u>	
<b>ADLER, CHRISTINE</b>					
		FOOD FOR STAFF MEETING/TALENT ED TRAINING	15	43.95	10-2410-410
		BREAKFAST FOR STAFF MEETING/TEACHER EVALUATION	15	93.41	10-2410-410
				<u>\$137.36</u>	
<b>ADVOCATE OCCUPATIONAL HEALTH</b>					
		BUS DRIVER PHYSICAL EXAM DRUG SCREENING	15	99.00	40-2550-390
		BUS DRIVER DRUG SCREEN	15	60.00	40-2550-390
		BUS DRIVER PHYS EXAM DRUG SCREEN (5)	15	505.00	40-2550-390
				<u>\$664.00</u>	
<b>AIR CON REFRIGERATION &amp; HEATING</b>					
		HVAC REPAIR - HD	15	244.00	20-2540-329
				<u>\$244.00</u>	
<b>AJS PUBLICATIONS INC.</b>					
0000007784		FEDERAL, STATE CONSTITUTIONS (236)	15	1,552.50	10-1120-420
				<u>\$1,552.50</u>	
<b>ALL COVERED</b>					
		SWITCH WORK FOR SECURITY PROJECT	15	481.25	20-2540-500
				<u>\$481.25</u>	
<b>AMAZON</b>					
		MECHANICALLY INCLINED GRAMMAR BOOK	15	19.98	10-1120-410
0000007970		WOOD BURNER, BIRD FEEDER	15	171.15	10-2210-490
0000007975		KOOSH BALL, BOARD GAMES	15	57.45	10-1111-413
0000007975		KOOSH BALL, BOARD GAMES	15	57.44	10-1120-413
0000007991		FRAMEWORK FOR TEACHER EVALUATION SET	15	200.40	10-2210-490
0000008001		VIDEO ADAPTORS	15	205.87	10-2660-410
0000008037		ROUND BOXES	15	16.86	10-1111-413
0000008037		ROUND BOXES	15	16.86	10-1120-413
0000008065		THE VIEW FROM THE CHERRY TREE BOOKS (30)	15	161.70	10-2210-420
0000008065		MADHATTAN MYSTERY BOOKS (20)	15	143.80	10-2210-420
0000008068		SPANISH BOOK	15	8.94	10-1112-413
				<u>\$1,060.45</u>	
<b>AMERICAN MATHEMATICS COMPETITIONS</b>					
		REGISTRATION FOR DW MATH COMPETITION	15	94.00	10-1120-418
				<u>\$94.00</u>	
<b>ANDERSON LOCK COMPANY LTD</b>					
		DOOR REPAIR - HD	15	467.10	20-2540-329
				<u>\$467.10</u>	
<b>ANHALT, SUSAN</b>					
		REIMB FRIDGE, WATER PITCHER, FILTERS	15	87.65	10-1225-410
				<u>\$87.65</u>	

# Bills Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
<b>APPLE COMPUTER INC.</b>					
		ITUNES APPS \$50 GIFT CARDS (10)	15	500.00	10-2660-410
		APPS FOR IPADS	15	600.00	10-2660-410
		IPADS (40)	15	15,160.00	10-2660-410
				<u>\$16,260.00</u>	
<b>AT &amp; T</b>					
		LONG DISTANCE ADMIN OFFICES	15	42.57	10-2540-341
		LONG DISTANCE 103 CLUB	15	0.40	10-3500-341
				<u>\$42.97</u>	
<b>AT&amp;T MOBILITY</b>					
		IPAD DATA SERVICE	15	330.00	10-2540-341
				<u>\$330.00</u>	
<b>AT&amp;T</b>					
		TELEPHONE 103 CLUB	15	89.57	10-3500-341
		TELEPHONE	15	8,763.67	10-2540-341
				<u>\$8,853.24</u>	
<b>AT&amp;T</b>					
		LONG DISTANCE	15	37.38	10-2540-341
				<u>\$37.38</u>	
<b>BAHCALL, AMY</b>					
		HOLE PUNCHES (14)	15	43.19	10-1120-410
				<u>\$43.19</u>	
<b>BARRETT MOVING &amp; STORAGE</b>					
		SPRAGUE PHASE 2 STORAGE	15	1,283.68	60-2530-530
				<u>\$1,283.68</u>	
<b>BATTERIES PLUS</b>					
		FACILITY WIDE BATTERY REPLACEMENT	15	682.06	20-2540-410
				<u>\$682.06</u>	
<b>BECKERS SCHOOL SUPPLIES</b>					
0000007712		HORSESHOE TABLE	15	382.89	10-1111-419
				<u>\$382.89</u>	
<b>BELFORD, AMY</b>					
		REIMB OPTICAL DRIVE	15	79.00	10-2660-410
				<u>\$79.00</u>	
<b>BIG6 ASSOCIATES LLC</b>					
0000008031		BIG6 MONTHLY WEBINARS	15	159.00	10-2220-640
				<u>\$159.00</u>	
<b>BLACK, CAREY</b>					
		RETIREE INSURANCE	15	734.79	20-2540-225
				<u>\$734.79</u>	
<b>BURRIS EQUIPMENT CO</b>					
		TRACTOR RENTAL - HD	15	801.25	20-2540-410
				<u>\$801.25</u>	
<b>CAMBIUM LEARNING</b>					
0000007972		REWARDS POSTERS	15	2.26	10-1200-410

# Bills Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
	0000007972	REWARDS POSTERS	15	9.00	10-1200-410
				<u>\$11.26</u>	
<b>CARLEX</b>					
	0000008087	TOOBALOOS	15	46.55	10-1111-410
				<u>\$46.55</u>	
<b>CAROLINA BIOLOGICAL SUPPLY CO.</b>					
	0000007812	D BATTERIES	15	239.85	10-1112-415
	0000007812	INVESTIGATING REMAINDS DVD	15	49.95	10-1112-415
	0000007812	STOPWATCH	15	9.95	10-1112-415
	0000007812	AA BATTERIES	15	45.60	10-1112-415
	0000007812	OWL PREY	15	175.10	10-1112-415
	0000007812	14" CLIP LEADS	15	31.50	10-1112-415
	0000007812	INFLATABLE SOLAR SYSTEM SET	15	52.00	10-1112-415
	0000007812	OFFICE SUPPLIES, PLANT GROWTH SET, OWL PELLETS	15	1,620.50	10-1112-415
	0000008119	CRAYFISH, BEETLES, FISH FOOD, ELODEA	15	23.64	10-1112-415
	0000008119	CRAYFISH, BEETLES, FISH FOOD, ELODEA	15	166.12	10-1112-415
				<u>\$2,414.21</u>	
<b>CARSON-DELLOSA PUBLISHING</b>					
		STUDENT NUMBER LINES	15	71.88	10-1111-412
				<u>\$71.88</u>	
<b>CDW GOVERNMENT INC.</b>					
		KEYBOARD COVER	15	119.20	10-2660-410
		SOFTWARE FOR SECURITY PROJECT	15	26.92	20-2540-500
		SOFTWARE FOR SECURITY PROJECT	15	546.80	20-2540-500
		UPS SURGE PROTECTORS (3)	15	1,906.02	10-2660-700
		SOFTWARE FOR SECURITY PROJECT	15	489.65	20-2540-500
		TONER	15	235.55	10-2660-414
		PROJECTOR LAMPS (6)	15	983.58	10-2660-410
		CHROMEBOOK MANAGEMENT LICENSES	15	360.00	10-2660-410
		TEACHER DASHBOARD SOFTWARE LICENSES (50)	15	300.00	10-2660-410
	0000007690	CHROMEBOOKS (12)	15	2,967.51	10-2660-410
				<u>\$7,935.23</u>	
<b>CERAMIC SUPPLY CHICAGO</b>					
	0000007829	STONEWARE CLAY ART SUPPLIES	15	417.50	10-1120-411
				<u>\$417.50</u>	
<b>CHEMERS, DENA</b>					
		ORGANIZING BOXES, WRITING SUPPLIES	15	247.45	10-1112-410
		SILVER NECKLACES, FOLDERS	15	44.15	10-1112-414
				<u>\$291.60</u>	
<b>CINTAS</b>					
		PAPER TOWELS, SOAP, MATS - SP	15	409.11	20-2540-410
		PAPER TOWELS, SOAP, MATS - SP	15	409.07	20-2540-410
		PAPER TOWELS, SOAP, MATS - SP	15	401.11	20-2540-410
		PAPER TOWELS, SOAP, MATS - SP	15	401.11	20-2540-410
		PAPER TOWELS, SOAP, MATS - SP	15	434.87	20-2540-410
		PAPER TOWELS, SOAP, MATS - SP	15	409.07	20-2540-410
				<u>\$2,464.34</u>	

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
<b>COASTAL ENTERPRISES</b>					
	0000007438	GYM UNIFORMS - SHORTS	15	2,004.77	10-1500-414
	0000007438	GYM UNIFORMS - SHIRTS	15	3,687.43	10-1500-414
				<u>\$5,692.20</u>	
<b>COCA COLA REFRESHMENTS</b>					
		SODA/WATER - SP	15	242.64	10-2310-392
				<u>\$242.64</u>	
<b>COMCAST CABLE</b>					
		RIVERSHIRE INTERNET	15	79.90	10-2540-392
				<u>\$79.90</u>	
<b>CONSERV FS INC</b>					
		BALL FIELD MIX - DW	15	3,076.54	20-2540-410
				<u>\$3,076.54</u>	
<b>CREATIVE GRAPHIC ARTS INC</b>					
		PRINTING STUDENT/PARENT HANDBOOKS'	15	4,560.00	10-2520-360
				<u>\$4,560.00</u>	
<b>CURRICULUM ASSOCIATES INC.</b>					
	0000007939	STARS, DRAW CONCLUSIONS BOOKS (25)	15	372.46	10-1200-410
	0000007940	FOCUS UNDER MAIN IDEA TEACHERS GUIDES	15	137.26	10-1200-410
				<u>\$509.72</u>	
<b>DAN THE KEY MAN</b>					
		KEYS (20), PADLOCKS (10)	15	199.04	10-1111-112
				<u>\$199.04</u>	
<b>DELTA EDUCATION</b>					
	0000007813	THERMOMETERS, SYRINGES, DESK LAMPS	15	151.82	10-1112-415
	0000007813	THERMOMETERS, SYRINGES, DESK LAMPS	15	1,265.16	10-1112-415
	0000007813	IODINE, METHYL CELLULOSE, CHEMICALS	15	26.36	10-1112-415
	0000007813	IODINE, METHYL CELLULOSE, CHEMICALS	15	219.64	10-1112-415
				<u>\$1,662.98</u>	
<b>DEMCO</b>					
	0000008113	BOOK LABELS, EASELS, FRAMES	15	22.00	10-2220-410
	0000008113	BOOK LABELS, EASELS, FRAMES	15	220.06	10-2220-410
	0000008137	ONE STEP SCREEN CLEANING PADS	15	13.04	10-2220-410
	0000008137	CLEAR COUNTERTOP LIT HOLDER W/ BASE	15	24.20	10-2220-410
	0000008137	3 POCKET LITERATURE HOLDER	15	32.28	10-2220-410
				<u>\$311.58</u>	
<b>DORNFELD PIANO TUNING</b>					
		PIANO TUNING	15	135.00	10-1190-319
		PIANO TUNING, HUMIDITY CONTROL	15	635.00	10-1190-319
				<u>\$770.00</u>	
<b>DUNLAP INDUSTRIES</b>					
		GYM FLOOR COVER - DW	15	2,576.40	20-2540-410
				<u>\$2,576.40</u>	
<b>EAI EDUCATION</b>					
	0000007905	QUIET SHAPE DOT DICE	15	17.43	10-1111-418
	0000007905	10 SIDED DICE	15	42.57	10-1111-418

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
	0000007905	SHUT THE BOX GAME DBLE SIDED #1-9	15	297.85	10-1111-418
	0000007905	SHUT THE BOX GAME #1-9	15	10.95	10-1111-418
	0000007905	MY FIRST RULER	15	55.60	10-1111-418
	0000007905	1 1/2" BRIGHT COLORS, WRITE ON/OF DICE	15	17.90	10-1111-418
	0000007905	12 SIDED DICE	15	19.35	10-1111-418
	0000007905	GAME PAWNS	15	8.55	10-1111-418
	0000007905	JUDY DISCOVERY DIGITAL CLOCK	15	63.38	10-1111-418
	0000007905	TEN FRAME CARDS	15	91.12	10-1111-418
	0000007905	NUMBER BOND CARDS	15	91.12	10-1111-418
	0000007905	PART-WHOLE CARDS	15	91.12	10-1111-418
				<u>\$806.94</u>	
<b>EARLY START LANGUAGES</b>					
	0000007798	EARLY START SPANISH 1 DVD PACK	15	159.00	10-2210-420
				<u>\$159.00</u>	
<b>EDER CASELLA &amp; CO</b>					
		AUDITING SERVICES	15	10,000.00	10-2310-317
				<u>\$10,000.00</u>	
<b>ELEGANT RESOLUTIONS</b>					
		SOUND SYSTEM FOR RM 128	15	2,710.00	20-2540-500
				<u>\$2,710.00</u>	
<b>ERNIES WRECKER SERVICE INC</b>					
		FUEL	15	146.02	40-2550-464
				<u>\$146.02</u>	
<b>ESSCOE</b>					
		MASTER CLOCK ADJUSTMENT	15	325.00	20-2540-329
		ALARM PANEL REPAIR - DW	15	325.00	20-2540-329
				<u>\$650.00</u>	
<b>ETA HAND TO MIND</b>					
		RULERS, PROTRACTORS, MATH BOOKS	15	40.80	10-1111-418
	0000007818	RULERS, PROTRACTORS, MATH BOOKS	15	54.14	10-1112-418
	0000007818	RULERS, PROTRACTORS, MATH BOOKS	15	451.13	10-1112-418
	0000007910	CLASSROOM THERMOMETER-YELLOW	15	33.01	10-1111-418
	0000007910	BEGINNER DUAL SCALE RULE	15	47.26	10-1111-418
	0000007910	HUNDREDS BOARD	15	45.32	10-1111-418
				<u>\$671.66</u>	
<b>FELD, MONICA</b>					
		REIMB TAPE, PLASTIC BINS, PAPER TOWELS	15	108.12	10-1111-411
				<u>\$108.12</u>	
<b>FLAGHOUSE</b>					
	0000008011	SENSI-BALL SWITCH	15	159.00	10-1200-410
				<u>\$159.00</u>	
<b>FOLLETT EDUCATIONAL SERVICES</b>					
		OTHER SUPPLIES	15	10.74	10-2210-490
				<u>\$10.74</u>	
<b>FOLLETT LIBRARY RESOURCES</b>					
	0000007605	LIBRARY BOOKS	15	260.10	10-2220-430

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	0000007952	LIBRARY BOOKS	15	95.13	10-2220-430
	0000008098	LIBRARY BOOKS	15	495.91	10-2220-430
	0000008105	LIBRARY BOOKS	15	1,139.38	10-2220-430
				<u>\$1,990.52</u>	
<b>FOX RIVER FOODS INC.</b>					
		103 CLUB SNACKS	15	1,365.87	10-3500-410
		103 CLUB SNACKS	15	933.43	10-3500-410
				<u>\$2,299.30</u>	
<b>FRANTOM, KIRSTEN</b>					
		TUITION REIMBURSEMENT	15	200.00	10-1120-230
				<u>\$200.00</u>	
<b>FRECKING, INA</b>					
		RETIREE INSURANCE	15	2,519.06	10-1112-225
				<u>\$2,519.06</u>	
<b>GABRIEL ENVIRONMENTAL SERVICES</b>					
		STORAGE TANK REMOVAL SITE SAMPLES	15	6,546.44	20-2540-500
				<u>\$6,546.44</u>	
<b>GEGRB/AMAZON</b>					
		DESKTOP GLOBES (8)	15	219.84	10-1111-416
		TAPE, VELCRO, PENCILS, PENCIL LEAD	15	585.11	10-1111-417
				<u>\$804.95</u>	
<b>GENESIS TECHNOLOGIES</b>					
		TONER	15	327.18	10-2660-414
		TONER	15	2,193.28	10-2660-414
		TONER	15	186.38	10-2660-414
				<u>\$2,706.84</u>	
<b>GRAINGER</b>					
		SHOP SUPPLIES - SP	15	6.70	20-2540-410
		REPLACEMENT FAN - DW	15	436.73	20-2540-410
				<u>\$443.43</u>	
<b>GRAPHIC 14 INCORPORATED</b>					
	0000008092	COLORED PAPER - HD	15	408.60	10-2520-412
	0000008097	COLORED PAPER - SP	15	167.51	10-2520-412
				<u>\$576.11</u>	
<b>GRAYBAR ELECTRIC COMPANY, INC.</b>					
		REPLACEMENT LIGHT BULBS - HD	15	168.48	20-2540-410
				<u>\$168.48</u>	
<b>HANDWRITING WITHOUT TEARS</b>					
	0000007723	LETTERS & NUMBERS WORKBOOKS (156)	15	1,240.28	10-1111-420
	0000007723	MATMAN BOOK SET	15	47.76	10-1111-420
	0000007899	PENCILS FOR LITTLE HANDS	15	26.95	10-1111-417
				<u>\$1,314.99</u>	
<b>HARDING MECHANICAL</b>					
		REPAIR WATER HEATER - SP	15	495.24	20-2540-329
		HVAC AC UNIT REPAIR - SP	15	92.50	20-2540-329
		HVAC REPAIRS - HD	15	1,500.19	20-2540-329

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		HVAC REPAIRS - HD	15	413.36	20-2540-329
		HVAC SERVICE - SP	15	266.50	20-2540-329
		HVAC SERVICE - DW	15	2,070.57	20-2540-329
		HVAC SERVICE & REPAIR - HD	15	1,343.32	20-2540-329
000008143		REMOVAL/REPLACEMENT VENTILATOR RM 100A	15	11,692.50	20-2540-500
				<u>\$17,874.18</u>	
<b>HEARTLAND HEALTH OUTREACH CCIS</b>					
		CONSULTANTS	15	177.23	10-1200-314
				<u>\$177.23</u>	
<b>HEINEMANN</b>					
000008083		WRITING GUIDES K-5	15	2,126.52	10-2210-490
				<u>\$2,126.52</u>	
<b>HILTON SPRINGFIELD</b>					
		NEW TEACHER COLLABORATION WORKSHOP	15	156.80	10-2210-314
				<u>\$156.80</u>	
<b>HOME DEPOT CREDIT SERVICES</b>					
		SHOP SUPPLIES - SP	15	254.34	20-2540-410
		SHOP SUPPLIES - SP	15	154.28	20-2540-410
		SHOP SUPPLIES - DW	15	137.85	20-2540-410
		SHOP SUPPLIES - DW	15	20.32	20-2540-410
		SHOP SUPPLIES - HD	15	96.93	20-2540-410
		SHOP SUPPLIES - HD	15	228.94	20-2540-410
		PLAYGROUND SHED - SP	15	710.60	20-2540-410
		SHOP SUPPLIES - DW	15	61.55	20-2540-410
		BUILDING SUPPLIES	15	104.36	20-2540-410
		FINANCE CHARGES	15	36.58	20-2540-410
				<u>\$1,805.75</u>	
<b>HOUGHTON MIFFLIN HARCOURT</b>					
000007728		PM COLLECTION PLATINUM LEVEL 2	15	491.96	10-1111-420
000007728		PM COLLECTION PLATINUM LEVEL 1	15	491.96	10-1111-420
000007728		PM PLUS STARTERS MAGENTA LEVEL 2	15	443.76	10-1111-420
000007728		PM PLUS STARTERS MAGENTA BOOKS	15	287.82	10-1111-420
000007728		PM COLLECTION LEVEL 2 BOOKS	15	226.70	10-1111-420
000007728		PM LEARNING TO READ MAGENTA BOOKS	15	226.70	10-1111-420
000007728		PM LEARNING TO READ PLATINUM BOOKS	15	132.63	10-1111-420
000007728		PM LEARNING TO READ STARTERS BOOKS	15	204.49	10-1111-420
				<u>\$2,506.02</u>	
<b>HOUGHTON MIFFLIN</b>					
000007880		MATH IN FOCUS WORKSHOP	15	2,599.00	10-2210-314
				<u>\$2,599.00</u>	
<b>HULL, AMY</b>					
		REIMB LABELMAKER & CARTIRIDGES	15	60.12	10-2410-410
				<u>\$60.12</u>	
<b>IASA</b>					
000008171		S. WARREN REGIS FOR IASA CONFERENCE	15	349.00	10-2320-312
				<u>\$349.00</u>	

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<b>ILLINOIS ASSOC OF SCHOOL PERSONNEL ADMINISTRATORS</b>					
	000008170	ANNUAL IASPA MEMBERSHIP CAREY MURPHY	15	85.00	10-2520-640
				\$85.00	
<b>IMPREST</b>					
		IGSMA MEMBERSHIP FEES	15	170.00	10-1190-640
		BIZAR ENTMT-BACK TO SCH BASH HD	15	250.00	10-2215-410
		BIZAR ENTMT-BACK TO SCH BASH SP	15	250.00	10-2215-410
		IASB TRIPLE III CONF REG	15	4,290.00	10-2310-312
		IASB TRIPLE III CONF HOUSING	15	1,000.00	10-2310-312
		DENNIS SELLSTROM-SOCCER REF	15	55.00	10-1500-319
		JIM BERNARDI-BASKETBALL REF	15	50.00	10-1500-319
		RON LORENZO BASKETBALL REF	15	50.00	10-1500-319
		RUDY BASOVSKY BASKETBALL REF	15	50.00	10-1500-319
		RUSS KINKA BASKETBALL REF	15	50.00	10-1500-319
		DAN BAKOTA BASKETBALL REF	15	50.00	10-1500-319
		ILMEA- DUES FOR RODNEY OWENS	15	30.00	10-1190-640
		D.STANLEY-PETTY CASH FOR GUIDED CLASS	15	444.49	10-1200-410
		US POSTAL SERVICE-METER ACCT	15	2,000.00	10-2520-342
		CENTERVILL SCIENCE OLYMPIAD-REG	15	300.00	10-1550-640
		IASBO MEMB - K. CARLSON	15	60.00	20-2540-640
		NATIONAL GEOGRAPHIC SOCIETY-GEO BEE REG	15	100.00	10-1550-640
		JOHN TYMA-SOCCER REF	15	55.00	10-1500-319
		RON LORENZO-BBALL REF 9/17	15	50.00	10-1500-319
		PETE FLATEBO-BBALL REF 9/17	15	50.00	10-1500-319
		RICK SITZ-BBALL REF 9/17	15	50.00	10-1500-319
		GARY EDELHEIT-BBALL REF 9/17	15	50.00	10-1500-319
		SCRIPPS NATIONAL SPELLING BEE	15	127.50	10-1550-640
		SPIRIT OF THE EAGLE PRESENTER	15	200.00	10-2210-314
		IL PRINCIPALS ASSOC.-MEMB. RENEWAL BODEEN	15	335.00	10-2410-640
		HAWTHORN DIST.73-XC INVITATIONAL	15	50.00	10-1500-640
		CONTINENTAL MATHEMATICS-CONTEST FEES	15	155.00	10-1550-640
		PETE FLATEBO-BBALL REF 9/19	15	50.00	10-1500-319
		TOM GREGORIN-BBALL REF 9/19	15	50.00	10-1500-319
		RUSS KINKA-BBALL REF 9/19	15	50.00	10-1500-319
		JOHN BOYKE-BBALL REF 9/19	15	50.00	10-1500-319
		LOGAN GOSHORN-SOCCER REF9/23	15	55.00	10-1500-319
		RON LORENZO-BBALL REF 9/23	15	50.00	10-1500-319
		STU SCHULTZ-BBALL REF 9/23	15	50.00	10-1500-319
		TOM TOMAN-BBALL REF 9/23	15	50.00	10-1500-319
		MARK WOODMAN-BBALL REF 9/23	15	50.00	10-1500-319
		MIKE MICHAEL-SOCCER REF 9/18	15	55.00	10-1500-319
		LEARNING ON STAGE-8 GR FIELD TRIP	15	2,996.00	10-1120-390
		SEC OF STATE-BUS PERMIT-GILMORE	15	4.00	40-2550-640
		SEC OF STATE-BUS PERMIT-KERNS	15	4.00	40-2550-640
		SEC OF STATE-BUS PERMIT-THOMPSON	15	4.00	40-2550-640
		SEC OF STATE-BUS PERMIT-JONES	15	4.00	40-2550-640
		SEC OF STATE-BUS PERMIT-MATTSON	15	4.00	40-2550-640
		SHELL FUEL - O&M	15	758.89	20-2540-464

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		SHELL FUEL - TRANS	15	7,853.16	40-2550-464
		AT&T TELEPHONE	15	56.64	10-2540-341
		SAMS CLUB - TEACHER APPRECIATION GIFTS	15	47.96	10-2410-410
		SAMS CLUB - CAFE SUPPLIES, CLEANING SUPPLIES	15	505.86	20-2540-410
		SAMS CLUB - BOE MEETING FOOD 8/13	15	35.26	10-2310-410
		SAMS CLUB - BOE MEETING FOOD 9/3	15	23.76	10-2310-410
		SAMS CLUB - COFFEE	15	37.72	10-2410-410
		SAMS CLUB - CAFE SUPPLIES	15	199.71	40-2550-410
		SAMS CLUB - OFFICE CAFE SUPPLIES	15	114.76	10-2310-410
		SAMS CLUB - STAFF DAY SNACKS	15	143.12	10-2210-490
		SAMS CLUB - APPRECIATION COOKOUT	15	123.37	20-2540-410
		SAMS CLUB - BANQUET TABLES	15	349.86	20-2540-410
		SAMS CLUB - 103 CLUB SPOONS	15	8.98	10-3500-410
		SAMS CLUB - OVERPAYMENT CREDIT	15	(25.94)	10-2310-410
		US BANK VISA - CEILING TILE	15	384.00	20-2540-500
		US BANK VISA - LIBRARY MAGAZINE SUBSCRIPTIONS	15	104.75	10-2220-440
		US BANK VISA - WEBSITE HOSTING RENEWAL	15	39.95	10-2660-410
		US BANK VISA - WEBSITE HOSTING RENEWAL	15	39.95	10-2660-410
		US BANK VISA - WEBSITE HOSTING RENEWAL	15	39.95	10-2660-410
		US BANK VISA - APP TESTING	15	1.05	10-2660-410
		US BANK VISA - SPANISH GLOBE, STICKERS, POSTERS	15	151.91	10-1120-413
		US BANK VISA - SPANISH GLOBE, STICKERS, POSTERS	15	184.86	10-1112-413
		US BANK VISA - ACOUSTICAL FOAM PANELS	15	939.80	20-2540-329
		US BANK VISA - EDGAR ALLEN POE BIOGRAPHY	15	21.44	10-1120-417
		US BANK VISA - SPANISH TEXTBOOKS (12)	15	818.90	10-1120-413
		US BANK VISA - CLASSIC BOOK DVDS (4)	15	49.18	10-1120-417
		US BANK VISA - SPANISH GLOBE, STICKERS, POSTERS	15	324.75	10-1111-413
		US BANK VISA - PRESENTATION CASE	15	84.99	10-2220-490
		US BANK VISA - WEBSITE HOSTING UPGRADE	15	99.00	10-2660-410
		US BANK VISA - EXPEDITED SHIPPING GYM LOCKS	15	150.00	10-1550-410
		US BANK VISA - SPANISH TEXTBOOKS (20)	15	1,364.83	10-1120-413
		US BANK VISA - COMPUTER VIRUS PROTECTION SOFTWARE	15	37.17	10-2660-410
		US BANK VISA - NEGOTIATION MEETING DINNER 8/8	15	165.93	10-2310-410
		US BANK VISA - WELCOME POSTERS	15	52.50	10-2310-410
		JOHN DIZONNO SOCCER REF 9/26	15	55.00	10-1500-319
		PMSC CONFERENCE DUES	15	450.00	10-1500-640
		ILMEA AUDITION & FESTIVAL DUES	15	320.00	10-1190-640
		JOHN BOYKE BASKETBALL REF 9/12	15	50.00	10-1500-319
		TOM GREGORIN BASKETBALL REF 9/12	15	50.00	10-1500-319
		STU SCHULTZ BASKETBALL REF 9/12	15	50.00	10-1500-319
		BANK FEES	15	797.22	10-2520-316
		AUG BANK FEES	15	779.44	10-1111-112
				<u>\$31,687.67</u>	
<b>INFO COR</b>		SMARTBOARDS (3)	15	7,775.00	10-2660-500
				<u>\$7,775.00</u>	
<b>INNER SECURITY SYSTEMS INC</b>		FIRE ALARM MONITORING SERVICE - RIVER	15	246.00	20-2540-329

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		RADIO TRANSMITTER RENTAL - SP	15	156.00	20-2540-329
		FIRE ALARM MONITORING SERVICE - TRANS	15	246.00	20-2540-329
		RADIO TRANSMITTER RENTAL - DW	15	156.00	20-2540-329
		FIRE ALARM MONITORING SERVICE - HD	15	246.00	20-2540-329
				<u>\$1,050.00</u>	
<b>INTEGRATED SYSTEMS CORP</b>					
		SKYWARD HOSTING - SEP	15	400.00	10-2660-392
				<u>\$400.00</u>	
<b>INTEGRYS ENERGY SERVICES INC</b>					
		ELECTRICITY - HD	15	2,131.77	10-2540-466
		ELECTRICITY - SP	15	2,989.09	10-2540-466
		ELECTRICITY - DW	15	10,318.51	10-2540-466
				<u>\$15,439.37</u>	
<b>INTEGRYS ENERGY SERVICES</b>					
		NATURAL GAS - DW	15	610.72	10-2540-465
		NATURAL GAS - HD	15	398.24	10-2540-465
		NATURAL GAS - SP	15	316.16	10-2540-465
				<u>\$1,325.12</u>	
<b>INTERSTATE ALL BATTERY CENTER</b>					
		FLOOR SCRUBBER REPLACEMENT BATTERIES - SP	15	1,343.32	20-2540-410
				<u>\$1,343.32</u>	
<b>JASONS DELI</b>					
		TRANS INSERVICE LUNCH	15	201.24	40-2550-410
				<u>\$201.24</u>	
<b>JOHN F. MATE CO</b>					
		SPRAGUE PHASE 2	15	13,150.00	60-2530-530
				<u>\$13,150.00</u>	
<b>JW PEPPER &amp; SON INC.</b>					
000008000		LIVE IN LIVING COLOR - CD	15	29.88	10-1190-410
000008000		LIVE IN LIVING COLOR - SHEET MUSIC	15	64.04	10-1190-410
000008000		BRAND NEW YOU - SHEET MUSIC	15	16.65	10-1190-410
000008000		MOTHER'S PRAYER - SHEET MUSIC	15	8.54	10-1190-410
000008000		YOU CAN'T STOP THE BEAT - SHEET MUSIC	15	16.81	10-1190-410
000008000		GIVE US HOPE - CD	15	28.81	10-1190-410
000008000		GIVE US HOPE - SHEET MUSIC	15	72.84	10-1190-410
				<u>\$237.57</u>	
<b>KELLEY LANDSCAPE &amp; PATIO</b>					
		LANDSCAPE SERVICES	15	2,205.00	20-2540-329
				<u>\$2,205.00</u>	
<b>KRAUSE ELECTRICAL CONTRACTORS INC</b>					
		SPRAGUE PHASE 2	15	735.00	60-2530-530
		ELECTRIC & DATA INSTALL - SP	15	1,061.23	20-2540-329
		PARKING LOT LIGHTING INSTALL	15	11,450.00	20-2540-500
				<u>\$13,246.23</u>	
<b>LAKESHORE LEARNING MATERIALS</b>					
000007890		THE WRITING PROCESS STUDENT FOLDER	15	254.00	10-1111-417

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	0000007890	EXTRA ORGANIZER BOXES	15	68.98	10-1111-417
	0000007946	20 CUBBY STORAGE UNIT	15	401.35	10-1200-410
	0000007946	CLEAR VIEW BINS (20)	15	148.35	10-1200-410
	0000008006	LANYARDS	15	653.20	10-1111-413
	0000008006	REFILL NAME TAGS	15	2.58	10-1111-413
	0000008006	9X12 RUG	15	609.01	10-1111-413
	0000008038	ALL-PURPOSE TEACHING CART	15	199.00	10-2210-490
				<u>\$2,336.47</u>	
<b>LAUREATE DAY SCHOOL</b>					
		TUITION - AUGUST	15	2,861.52	10-1912-670
		TUITION - AUGUST	15	1,192.30	10-1912-670
				<u>\$4,053.82</u>	
<b>LEARNING THINGS LLC</b>					
	0000007816	BRIGHTER CHILD ENGLISH GRAMMER WRKBK 4 (33)	15	147.75	10-1112-417
	0000007816	STORYTOWN STUDENT PRACTICE BOOK GR 4 (75)	15	896.30	10-1112-417
				<u>\$1,044.05</u>	
<b>LECHNER AND SONS INC.</b>					
		TOWEL SERVICE 10/1-10/7	15	108.00	10-1500-392
		TOWEL SERVICE 9/10-9/16	15	108.00	10-1500-392
		TOWEL SERVICE 9/17-9/23	15	108.00	10-1500-392
		TOWEL SERVICE 9/24-9/30	15	108.00	10-1500-392
				<u>\$432.00</u>	
<b>LIBRARY STORE INC.</b>					
	0000008141	SPIRAL SIGN HOLDER-BLACK	15	36.60	10-2220-410
	0000008141	STANDARD CLIK MAGNETS 6/PKG	15	33.12	10-2220-410
	0000008141	SMART COVER II FLEXIBLE PAPERBACK COVERS	15	20.02	10-2220-410
	0000008141	LIBRARY SIGNAGE HOLDERS	15	13.14	10-2220-410
	0000008141	LIBRARY SIGNAGE SYSTEM	15	137.01	10-2220-410
				<u>\$239.89</u>	
<b>LONG, KIMBERLY</b>					
		REIMB TUITION	15	750.00	10-1120-230
				<u>\$750.00</u>	
<b>LOPEZ, CRISTINA</b>					
		REIMB FULL DAY K DEPOSIT	15	399.03	10-1311
				<u>\$399.03</u>	
<b>LURVEY LANDSCAPE SUPPLY</b>					
		OUTDOOR LIGHTING - DW	15	59.50	20-2540-410
				<u>\$59.50</u>	
<b>MAKE MUSIC</b>					
		REIMB SMART MUSIC MEMBERSHIP	15	40.00	10-1190-640
		SMARTMUSIC SOFTWARE SUBSCRIPTION	15	140.00	10-1190-640
				<u>\$180.00</u>	
<b>MATH LEAGUE PRESS</b>					
		MATH CONTEST REGISTRATION	15	120.00	10-1550-640
				<u>\$120.00</u>	
<b>MCCAFFER, STEPHANIE</b>					

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		SNACKS, CRAFT SUPPLIES, OFFICE SUPPLIES	15	43.46	10-1200-410
				\$43.46	
<b>MCGRAW-HILL COMPANIES</b>					
	0000008058	THE AMERICAN JOURNEY, MODERN TIMES	15	2,128.68	10-2210-420
	0000008058	JOURNEY ACROSS TIME, THE EARLY AGES	15	2,980.16	10-2210-420
				\$5,108.84	
<b>MCGRAW-HILL EDUCATION</b>					
	0000007951	MATH TRIUMPHS BOOKS GR 4 (18)	15	195.30	10-1200-410
	0000007951	MATH TRIUMPHS BOOKS GR 5 (18)	15	190.29	10-1200-410
	0000008023	MATH TRIUMPHS GRADE 5 ASSESSMENT	15	31.18	10-1200-410
				\$416.77	
<b>METRO PROFESSIONAL PRODUCTS</b>					
		FLOOR MACHINE REPAIR - HD	15	242.42	20-2540-319
		FLOOR MACHINE REPAIR	15	147.50	20-2540-319
				\$389.92	
<b>METROPOLIS PERFORMING ARTS</b>					
		FIELD TRIP DEPOSIT	15	773.50	10-1112-390
				\$773.50	
<b>MIDCO</b>					
		LINE SWITCH CONSTRUCTION - SP	15	105.00	10-2660-319
		PHONE INSTALLATIONS, REPAIR - SP	15	496.36	10-2660-319
		CONTROLLER MAINTENANCE	15	45.00	10-2660-319
		PHONE ROUTING SP CONSTRUCTION	15	70.00	10-2660-319
		SERVICE AGREEMENT	15	4,892.72	10-2660-392
				\$5,609.08	
<b>MIDLAND PAPER</b>					
	0000008108	COPY PAPER	15	2,402.00	10-2520-412
				\$2,402.00	
<b>MIDWEST TRANSIT EQUIP-S.HOLLAND</b>					
		HANDLE REPAIR - BUS 7	15	95.43	40-2550-319
		HANDLE REPAIR - BUS 21	15	190.86	40-2550-319
		SPARE REPLACEMENT HANDLE	15	95.43	40-2550-319
		REPLACEMENT HANDLE - BUS 10	15	95.43	40-2550-319
		PARTS FOR ELECTRICAL REPAIR - BUS 2	15	7.13	40-2550-319
		SPARE REPLACEMENT AMBER TURN SIGNAL	15	36.08	40-2550-319
		REPAIRED PARKING BREAK - BUS 20	15	2,396.25	40-2550-319
				\$2,916.61	
<b>MID-WEST TRUCKERS ASSOCIATION, INC.</b>					
		ONSITE RANDOM DRUG TEST	15	30.48	40-2550-390
				\$30.48	
<b>MILWAUKEE PUBLIC MUSEUM</b>					
		GR 2 FIELD TRIP	15	1,290.00	10-1111-390
				\$1,290.00	
<b>MOEHLMANN, MIKE</b>					
		TIMPANI REPAIR	15	50.00	10-1190-319
				\$50.00	

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<b>MULCH CENTER, THE</b>					
		PLAYGROUND MULCH - DW	15	60.00	20-2540-410
				<u>\$60.00</u>	
<b>MULLER, CHRISTINA</b>					
		REIMB TUITION	15	75.00	10-1111-230
		WORDS THEIR WAY BOOK	15	26.99	10-1111-420
				<u>\$101.99</u>	
<b>MUSIC &amp; ARTS CENTER</b>					
		BARITONE REPAIR	15	20.00	10-1190-319
0000007828		MUSIC PIECES, TEACHERS MANUAL, VIOLIN BOOK	15	83.12	10-1190-410
0000007828		MYTHOS MUSICAL PIECE	15	32.00	10-1190-410
0000007828		SYMPHONY #13, ADANTE MUSIC PCS	15	78.40	10-1190-410
0000007828		THEMES FROM CONCERTO MUSIC PIECE	15	41.60	10-1190-410
0000007828		SPARTACUS MUSIC PIECE	15	40.00	10-1190-410
0000008048		YAMAHA EZ-220 KEYBOARD	15	319.98	10-1190-410
0000008048		TOCA SHEKERE	15	119.98	10-1190-410
				<u>\$735.08</u>	
<b>MUSIC CENTER OF DEERFIELD</b>					
		MUSIC DEPT REEDS	15	66.87	10-1190-410
				<u>\$66.87</u>	
<b>MY LEARNING PLAN INC</b>					
0000008066		MYLEARNINGPLAN LICENSE & SUBSCRIPTION	15	252.00	10-2210-314
0000008066		MYLEARNINGPLAN LICENSE & SUBSCRIPTION	15	2,850.00	10-2210-314
				<u>\$3,102.00</u>	
<b>NAFME</b>					
		ANNUAL MEM DUES R. OWENS	15	112.00	10-1190-640
				<u>\$112.00</u>	
<b>NASP</b>					
0000008103		EVIDENCE BASED PRACTICES MANUAL	15	40.00	10-2140-410
				<u>\$40.00</u>	
<b>NATIONAL GEOGRAPHIC SOCIETY</b>					
		ATLAS OF INDIAN NATIONS	15	46.70	10-2220-430
				<u>\$46.70</u>	
<b>NATIONAL HISTORY BEE</b>					
		REGISTRATION FOR NATL HISTORY BEE	15	130.00	10-1550-640
				<u>\$130.00</u>	
<b>NATIONAL SCHOOL PRODUCTS</b>					
0000007973		SPANISH LANGUAGE BOOKS - DW	15	188.99	10-1120-413
				<u>\$188.99</u>	
<b>NETRIX</b>					
		WIRELESS REPAIR	15	740.00	10-2660-319
		FILTER & UPDATES - DW	15	13,815.76	10-2660-500
				<u>\$14,555.76</u>	
<b>NETWORK SERVICES COMPANY</b>					
		CUSTODIAL SUPPLIES - SP	15	48.95	20-2540-410
		CUSTODIAL SUPPLIES - DW	15	111.27	20-2540-410

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		CUSTODIAL SUPPLIES - HD	15	1,482.14	20-2540-410
		CUSTODIAL SUPPLIES - SP	15	1,326.04	20-2540-410
		CUSTODIAL SUPPLIES - SP	15	1,931.26	20-2540-410
		CUSTODIAL SUPPLIES - SP	15	119.62	20-2540-410
		CUSTODIAL SUPPLIES - SP	15	87.50	20-2540-410
		CUSTODIAL SUPPLIES - DW	15	1,392.94	20-2540-410
		CUSTODIAL SUPPLIES - SP	15	687.60	20-2540-410
		CUSTODIAL SUPPLIES - SP	15	83.02	20-2540-410
				<u>\$7,270.34</u>	
<b>NEXTEL COMMUNICATIONS</b>					
		CELL PHONES - MAINT	15	212.30	20-2540-341
		CELL PHONE - TRANS	15	45.48	40-2550-341
				<u>\$257.78</u>	
<b>NFHS</b>					
	0000008050	SPORTS RULES BOOKS	15	351.36	10-1500-410
				<u>\$351.36</u>	
<b>NIHIP</b>					
		MEDICAL INSURANCE - ED	15	230,369.06	10-2690-220
		LIFE/LTD INSURANCE - ED	15	2,975.12	10-2690-221
		VOLUNTARY LIFE - ED	15	363.50	10-2690-221
		MEDICAL INSURANCE - O&M	15	13,532.42	20-2540-220
		LIFE/LTD INSURANCE - O&M	15	76.95	20-2540-221
		MEDICAL INSURANCE - TRANS	15	23,798.60	40-2550-220
		LIFE/LTD INSURANCE - TRANS	15	132.44	40-2550-221
		VOLUNTARY LIFE - TRANS	15	250.80	40-2550-221
				<u>\$271,498.89</u>	
<b>NIMCO INC.</b>					
	0000008051	DRUG AWARENESS OUTDOOR RIBBON	15	43.78	10-1120-410
	0000008051	DRUG AWARENESS RED RIBBONS	15	164.73	10-1120-419
				<u>\$208.51</u>	
<b>NORDHAUS, PAUL</b>					
		REIMB TUITION	15	675.00	10-1120-230
		REIMB TUITION	15	75.00	10-1120-230
				<u>\$750.00</u>	
<b>NORTHWEST COMMUNITY HEALTHCARE</b>					
		CPR/AED CARDS (50)	15	100.00	10-2130-410
				<u>\$100.00</u>	
<b>NORTHWEST SUBURBAN SPECIAL</b>					
		FIRST SEMESTER TUITION	15	47,124.00	10-4220-670
				<u>\$47,124.00</u>	
<b>OHARA, LORI</b>					
		REIMB SOCIAL WORKER LICENSE RENEWAL	15	60.00	10-2110-640
				<u>\$60.00</u>	
<b>ORIENTAL TRADING COMPANY INC</b>					
	0000007925	PULLBACK MINI RACERS (12)	15	12.24	10-1120-415
	0000007925	GLOW STICKS (50)	15	42.84	10-1120-415

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
	0000007925	BALLONS	15	10.41	10-1120-415
	0000008072	DIY HALLOWEEN STICKER SCENES	15	11.36	10-1111-410
	0000008072	DIY WINTER STICKERS SCENES	15	11.36	10-1111-410
	0000008072	FARM STICKER SCENES	15	11.36	10-1111-410
	0000008072	THANKFUL TURKEY CRAFT	15	15.89	10-1111-410
				<u>\$115.46</u>	
<b>OTTO, TABATHA</b>		PERFECT SEASON LIBRARY BOOKS (2)	15	27.20	10-2220-430
				<u>\$27.20</u>	
<b>PADDOCK PUBLICATIONS INC</b>		SPED TRANS BID NOTICE	15	67.85	10-2310-392
				<u>\$67.85</u>	
<b>PADDOCK PUBLICATIONS</b>		NEWSPAPERS ADMIN 8/21-10/15	15	31.80	10-2220-440
		NEWSPAPERS DW 8/22-10-16	15	31.80	10-2220-440
		NEWSPAPERS HD 8/21-10/15	15	31.80	10-2220-440
		NEWSPAPERS SP 8/20-10/28	15	39.50	10-2220-440
				<u>\$134.90</u>	
<b>PARDYS, AMANDA</b>		REIMB TRAVEL BETWEEN HD-SP	15	10.63	10-2210-332
		REG FEE FOR STEPHEN KRASHER PROF DEV SEMINAR	15	229.00	10-2210-312
				<u>\$239.63</u>	
<b>PEAK PLUMBING &amp; MECHANICAL</b>		PLUBING & TOILET REPAIRS SP	15	620.53	20-2540-329
		WATER HEATER REPLACEMENT SP	15	828.56	20-2540-329
		DRAIN SERVICE DW	15	401.65	20-2540-329
				<u>\$1,850.74</u>	
<b>PEAPOD</b>		GROCERIES FOR FACS CLASS-DW	15	553.14	10-1120-411
				<u>\$553.14</u>	
<b>PENDERS MUSIC</b>	0000008093	MUSIC SUPPLIES HD	15	66.86	10-1190-410
	0000008093	MUSIC SUPPLIES HD	15	22.24	10-1190-410
				<u>\$89.10</u>	
<b>PEPSI-COLA</b>		SODA/WATER-TRANS	15	239.58	40-2550-410
		SODA/WATER-DW TEACH LOUNGE	15	464.68	10-2310-392
				<u>\$704.26</u>	
<b>PERFECTION LEARNING CORP.</b>	0000007732	SM HARDCOVER BLANK BOOKS	15	297.00	10-1111-420
	0000007732	LRGE HARDCOVER BLANK BOOKS	15	577.50	10-1111-420
				<u>\$874.50</u>	
<b>PITNEY BOWES</b>		POSTAGE MACHINE LEASE - SP	15	236.00	10-2520-342
		POSTAGE MACHINE LEASE - DW	15	480.00	10-2520-342
		POSTAGE MACHINE LEASE - HD	15	200.00	10-2520-342

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
				<u>\$916.00</u>	
<b>PLANK ROAD PUBLISHING INC.</b>					
	0000008020	MUSIC K-8 SUBSCRIPTION	15	127.25	10-1190-410
				<u>\$127.25</u>	
<b>POSITIVE PROMOTIONS INC.</b>					
	0000008052	RED RIBBON WEEK BANNER	15	63.90	10-1120-410
				<u>\$63.90</u>	
<b>POWELL, SHARYN</b>					
		REIMB CLASSROOM SUPPLIES	15	142.68	10-1112-410
				<u>\$142.68</u>	
<b>PRESTWICK HOUSE INC</b>					
	0000008059	TITLE I SUPPLIES-VOCAB TESTS	15	16.47	10-2210-490
	0000008059	TITLE I SUPPLIES-VOCAB TESTS	15	134.73	10-2210-490
				<u>\$151.20</u>	
<b>PRESUTTI, KAREN</b>					
		REIMB PILLOWS FOR GUIDED RM DW	15	39.98	10-1200-410
				<u>\$39.98</u>	
<b>PRIMARY CONCEPTS</b>					
	0000007911	MATH SUPPLIES	15	33.43	10-1111-418
	0000007911	MATH SUPPLIES	15	196.00	10-1111-418
				<u>\$229.43</u>	
<b>PRO - ED</b>					
	0000007950	SUPPLIES-SPED EXAMINER FORMS	15	27.50	10-2140-410
	0000007950	SUPPLIES-SPED EXAMINER FORMS	15	123.20	10-2140-410
				<u>\$150.70</u>	
<b>PRO AUTOWORKS</b>					
		BRAKE REPAIR 2009 FORD F350	15	850.72	20-2540-319
				<u>\$850.72</u>	
<b>PROMOS 911</b>					
	0000007734	MATH ACTIVITY BOOKS	15	168.49	10-1111-420
				<u>\$168.49</u>	
<b>PUMP IT UP</b>					
		FIELD TRIP DEPOSIT	15	50.00	10-3500-390
				<u>\$50.00</u>	
<b>QUAVER MUSIC.COM LLC</b>					
	0000008021	DURATION-PITCH DVD	15	105.90	10-1190-410
				<u>\$105.90</u>	
<b>QUEST FOOD MANAGEMENT SERVICES INC.</b>					
		STAFF BREAKFAST OPENING DAY	15	2,400.00	10-2310-410
		STAFF LUNCH 8/20	15	1,092.50	10-2310-410
				<u>\$3,492.50</u>	
<b>QUILL CORPORATION</b>					
		OFFICE SUPPLIES DW	15	9.84	10-2410-410
		TONER	15	297.48	10-2660-414
	0000007913	CLASSROOM SUPPLY ORDER - SP	15	111.29	10-1111-412
	0000007913	CLASSROOM SUPPLY ORDER - SP	15	109.51	10-1111-412

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	0000007913	CLASSROOM SUPPLY ORDER - SP	15	130.66	10-1111-412
	0000007913	CLASSROOM SUPPLY ORDER - SP	15	98.23	10-1111-412
	0000007913	CLASSROOM SUPPLY ORDER - SP	15	219.34	10-1111-412
	0000007913	CLASSROOM SUPPLY ORDER - SP	15	178.01	10-1111-412
	0000008013	OFFICE SUPPLIES DW	15	155.66	10-2410-410
	0000008013	OFFICE SUPPLIES DW	15	169.99	10-2410-410
	0000008040	LOUNGE ORDER	15	204.23	10-2410-410
	0000008069	SUPPLIES - SP	15	7.28	10-2410-410
	0000008069	SUPPLIES - SP	15	5.93	10-2410-410
	0000008069	SUPPLIES - SP	15	21.88	10-2410-410
	0000008069	SUPPLIES - SP	15	20.99	10-2410-410
	0000008069	SUPPLIES - SP	15	19.16	10-2410-410
	0000008069	SUPPLIES - SP	15	6.38	10-2410-410
	0000008069	SUPPLIES - SP	15	13.76	10-2410-410
	0000008082	SUPPLIES - SP MEDIA CENTER	15	1.10	10-2220-410
	0000008082	SUPPLIES - SP MEDIA CENTER	15	3.46	10-2220-410
	0000008082	SUPPLIES - SP MEDIA CENTER	15	15.70	10-2220-410
	0000008086	CLASSROOM SUPPLY ORDER - SP	15	138.11	10-1111-410
	0000008086	CLASSROOM SUPPLY ORDER - SP	15	14.39	10-1111-410
	0000008086	CLASSROOM SUPPLY ORDER - SP	15	17.33	10-1111-410
	0000008089	SUPPLIES SHEET PROTECTORS- HD	15	135.72	10-1112-418
	0000008115	OFFICE SUPPLIES-CURR & INSTR	15	4.76	10-2210-410
	0000008115	OFFICE SUPPLIES-CURR & INSTR	15	2.51	10-2210-410
	0000008115	OFFICE SUPPLIES-CURR & INSTR	15	19.79	10-2210-410
	0000008120	PAPER CUTTER, INK CART, LAMIN. FILM	15	341.50	10-2410-410
				<u>\$2,473.99</u>	
<b>REALLY GOOD STUFF</b>					
	0000007737	CVC SPELLING BOARD GAMES	15	37.23	10-1111-410
	0000007737	EZ READ SOFT TOUCH LETTERS	15	51.84	10-1111-410
	0000007737	MAKE-A-WORD STUDENT POCKET CHART	15	45.19	10-1111-410
	0000007737	4 COLUMN DESKTOP POCKET CHART	15	11.29	10-1111-410
	0000007737	ILLUSTRATED CARD & LETTER TILE KIT	15	28.24	10-1111-410
	0000007738	WORK IN PROGRESS FOLDERS	15	63.03	10-1111-410
	0000007738	COMMON CORE COMPRHENSION	15	21.50	10-1111-410
	0000007738	START TO FINISH FOOD	15	44.85	10-1111-410
	0000007738	SPOTLIGHT ON READING	15	26.83	10-1111-410
	0000007739	DURABLE BOOK/BINDER HOLDERS	15	94.89	10-1111-410
	0000007740	VOCABULARY JOURNALS PRIMARY	15	279.47	10-1111-420
	0000007750	BOOK BASKETS, MEDIUM RECTANGULAR-PRIMARY	15	115.02	10-1111-417
	0000007750	BOOK BASKETS, SQUARE-PRIMARY	15	134.18	10-1111-417
	0000007750	PRIVACY SHIELDS	15	114.73	10-1111-417
	0000007750	PRIVACY SHIELDS	15	206.38	10-1111-417
	0000007750	SUPER MAGNETIC CLIPS	15	153.44	10-1111-417
	0000007750	STUDENT NAME BACKPACK MAGNETS	15	41.52	10-1111-417
	0000007750	WRITING PROCESS TIMELINE W/POSTER	15	95.47	10-1111-417
	0000007750	STUDENT NAME T-SHIRT MAGNETS	15	110.73	10-1111-417
	0000007807	MATH BOOKS, FLASH CARDS, CHARTS	15	102.87	10-1112-418
	0000007868	WRITING BANNERS	15	10.16	10-1120-410

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	0000007868	CARD SET	15	16.89	10-1120-410
	0000007868	DELUXE PRIVACY SHIELD	15	20.32	10-1120-410
	0000007868	LITERARY ELEMENTS POSTER SET	15	20.33	10-1120-410
	0000007868	PAPER PAL POCKET CHART	15	19.20	10-1120-410
	0000007868	FIGURATIVELY SPEAKING BOOK	15	20.33	10-1120-410
	0000007868	MONTHLY CALENDAR	15	15.80	10-1120-410
	0000007894	LG. CLEAR VIEW BOOK POUCHES-BLUE	15	101.47	10-1111-417
	0000007894	LG. CLEAR VIEW BOOK POUCHES-GREEN	15	101.47	10-1111-417
	0000007894	LG. CLEAR VIEW BOOK POUCHES-BLUE NEON	15	101.47	10-1111-417
	0000007894	LG. CLEAR VIEW BOOK POUCHES-YELLOW	15	101.47	10-1111-417
	0000007894	LG. CLEAR VIEW BOOK POUCHES-RED	15	101.47	10-1111-417
	0000007894	LG. CLEAR VIEW BOOK POUCHES-ORANGE NEON	15	101.47	10-1111-417
	0000007894	LG. CLEAR VIEW BOOK POUCHES-GREEN NEON	15	101.50	10-1111-417
	0000008018	CALENDAR, DRY ERASE BOARD, LABELS, TIMER	15	174.37	10-1112-410
				<u>\$2,786.42</u>	
<b>REYNOLDS, KATIE</b>					
		REIMB ISBE CONFERENCE DVD	15	29.99	10-2210-410
		REIMB LEARNING A-Z LICENSE	15	95.57	10-2210-390
		REIMB ISBE CONFERENCE TRAVEL	15	534.80	10-2210-312
				<u>\$660.36</u>	
<b>RICOH AMERICAS CORP</b>					
		COPIER LEASE AUGUST SEPTEMBER	15	1,378.00	30-5370-610
				<u>\$1,378.00</u>	
<b>RICOH USA INC.</b>					
		COLOR COPIES JUN-SEP	15	314.83	10-2520-360
				<u>\$314.83</u>	
<b>ROLL-ON ROLL-OFF INC.</b>					
		SUMMER PROJECT WASTE - DW	15	340.00	20-2540-329
		SPRAGUE PHASE 2 WASTE	15	820.00	60-2530-530
		SPRAGUE PHASE 2 WASTE	15	410.00	60-2530-530
				<u>\$1,570.00</u>	
<b>RTR KIDS RUG</b>					
	7709	FUN WITH PHONICS RUG	15	298.95	10-1111-419
				<u>\$298.95</u>	
<b>S &amp; S WORLDWIDE</b>					
	0000008010	BASIC STARTER BEAMS	15	121.22	10-1200-410
	0000008010	BOWLING SET/5LB BALL	15	182.98	10-1200-410
	0000008010	PLAYGROUND BALLS	15	34.99	10-1200-410
				<u>\$339.19</u>	
<b>SADDLEBACK EDUCATIONAL INC</b>					
	0000007870	READING COMPREHENSION WORKBOOKS, BINDERS	15	247.28	10-1120-419
				<u>\$247.28</u>	
<b>SAFeway, INC.</b>					
		SUMMER SCHOOL SUPPLIES	15	7.10	10-1600-410
				<u>\$7.10</u>	
<b>SCARIANO HIMES AND PETRARCA</b>					

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		LEGAL SERVICES	15	11,725.60	10-2310-318
				<u>\$11,725.60</u>	
<b>SCHLAN, HOLLY</b>					
		REIMB OFFICE SUPPLIES	15	185.44	10-1111-410
		REIMB PICTURE BOOKS	15	10.49	10-1111-420
		CLASSROOM PROJECT SUPPLIES	15	88.62	10-1111-414
				<u>\$284.55</u>	
<b>SCHOLASTIC INC.</b>					
	000007815	DYNAMATH, SCHOLASTIC NEWS, STORYWORKS MAGS	15	3,568.18	10-1112-417
				<u>\$3,568.18</u>	
<b>SCHOOL DISTRICT 103</b>					
		SP YEARBOOKS 2014/SEPT CHECKS	15	20.00	10-403
		SP YEARBOOKS 2014/SEPT REVTRAK	15	20.00	10-403
		HD YEARBOOKS 2014/SEPT CHECKS	15	40.00	10-403
		HD YEARBOOKS 2014/SEPT REVTRAK	15	20.00	10-403
		DW YEARBOOKS 2014/SEPT CHECKS	15	28.00	10-403
		DW YEARBOOKS 2014/SEPT REVTRAK	15	56.00	10-403
				<u>\$184.00</u>	
<b>SCHOOL SPECIALTY INC.</b>					
	000007770	BLUE SELF-ADHESIVE LETTERS	15	9.89	10-1112-410
	000007770	YELLOW SELF-ADHESIVE LETTERS	15	9.89	10-1112-410
	000007770	DOTS ON NAME TAGS	15	28.56	10-1112-410
	000007772	STAPLER, DESK NAME PLATES	15	17.98	10-1112-410
	000007772	BLACK BASKETS	15	6.64	10-1112-410
	000007772	PENCILS	15	4.36	10-1112-410
	000007773	INDEX CARDS, FILE FOLDERS	15	53.12	10-1112-410
	000007774	IDIOM, GRAMMAR, VOCABULARY BOOKS	15	45.42	10-1112-410
	000007774	CLASSROOM SUPPLIES, DICTIONARY, CHALK	15	87.32	10-1112-410
	000007775	DRY ERASE BOARD	15	8.99	10-1112-410
	000007775	CLASSROOM SUPPLIES, WORKBOOK, TOO MUCH GAME	15	116.53	10-1112-410
	000007775	CLASSROOM SUPPLIES, WORKBOOK, TOO MUCH GAME	15	40.49	10-1112-410
	000007777	ALUMINUM FOIL	15	42.29	10-1112-411
	000007777	GLITTER GLAZE, MODEL DOUGH, CLAY	15	400.07	10-1112-411
	000007777	ART CADDY	15	15.56	10-1112-411
	000007777	USB FLASH DRIVE	15	8.09	10-1112-411
	000007781	GYM FLOOR TAPE	15	59.25	10-1500-410
	000007781	ATHLETIC WHITE SPRAY PAINT	15	97.18	10-1500-410
	000007783	SHOULDER WRAP	15	28.79	10-1112-410
	000007783	VELCRO DOTS	15	8.87	10-1112-410
	000007783	PENCILS	15	7.49	10-1112-410
	000007783	SCISSORS, BINDERS, FILE FOLDERS	15	32.51	10-1112-410
	000007806	MODEL DOUGH 1 OZ PACKS (75)	15	287.92	10-1112-416
	000007808	FILE FOLDERS, SHEET PROTECTORS	15	168.98	10-1112-417
	000007809	COLORED TISSUE PAPER	15	40.24	10-1112-415
	000007838	SCISSORS	15	9.44	10-1120-410
	000007839	TEACHER SUPPLY - LA ROI	15	193.95	10-1120-410
	000007839	TEACHER SUPPLY - LA ROI	15	4.80	10-1120-410
	000007852	TEACHER SUPPLY - RISTOFF	15	241.70	10-1120-410

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
	0000007852	TEACHER SUPPLY - RISTOFF	15	12.13	10-1120-410
	0000007855	TEACHER SUPPLY - SNOWDEN	15	138.76	10-1120-410
	0000007855	TEACHER SUPPLY - SNOWDEN	15	3.16	10-1120-410
	0000007882	PRO WIRELESS WEATHER STATION	15	233.95	10-1111-415
	0000007888	CLASSROOM SUPPLIES	15	169.60	10-1111-417
	0000007888	CLASSROOM SUPPLIES	15	322.39	10-1111-417
	0000007888	PENS	15	5.94	10-1111-417
	0000007889	SCOTCH TAPE, FLAT BAGS	15	119.64	10-1111-417
	0000007889	BOOK TAPE	15	102.34	10-1111-417
	0000007889	CLASSROOM SUPPLIES	15	57.64	10-1111-417
	0000007902	COUNTERS MEASURING WORMS	15	152.90	10-1111-418
	0000007902	MANIPULATIVE ATTRIBUTE APPLES	15	179.92	10-1111-418
	0000007902	GEOSOLIDS MINI SET	15	175.37	10-1111-418
	0000007902	TEMPLATES PRIMARY SHAPES	15	57.52	10-1111-418
	0000007902	DICE IN DICE	15	17.99	10-1111-418
	0000007936	CLASSROOM SUPPLIES-LONG	15	136.93	10-1120-410
	0000007936	CLASSROOM SUPPLIES-LONG	15	73.79	10-1120-410
	0000007949	BEADS KIT	15	80.99	10-1225-410
	0000007949	GLUESTICK, HIGH CHAIR	15	119.82	10-1225-410
	0000007949	LIBRARY STORAGE BINS, SQUARE TABLE	15	300.98	10-1225-410
	0000007949	CRAFT SUPPLIES, TOYS	15	430.66	10-1225-410
	0000007955	PAINTS, MARKERS, CLAY	15	429.96	10-1111-411
	0000007976	WORLD LANGUAGE SUPPLIES-SP	15	435.32	10-1111-413
	0000007976	WORLD LANG SUPPLIES PER LIST-DW	15	160.50	10-1120-413
	0000007998	KIDS CARPET PLAY RUG	15	250.76	20-2540-500
	0000007998	OFFICE SUPPLIES	15	58.97	20-2540-500
	0000007998	BASIC PRIMARY COLORS CARPET	15	165.37	10-1225-410
	0000007998	CLASSROOM SUPPLIES	15	36.45	10-1111-410
	0000008003	PENS	15	13.04	10-1111-410
	0000008003	STENCILS	15	17.28	10-1111-410
	0000008004	CLASSROOM SUPPLIES, NAME BADGES	15	22.20	10-1111-410
	0000008004	DRY ERASE MARKERS	15	14.68	10-1111-410
	0000008004	SCOTCH BOOK TAPE (3)	15	24.78	10-1111-410
	0000008009	FOLDING CART, VISUALIZER BALL	15	202.49	10-1200-410
	0000008009	FOLDING CART, VISUALIZER BALL	15	28.79	10-1200-410
	0000008009	YOGA MAT, BALLS, BOOK LESSON	15	11.42	10-1200-410
	0000008009	YOGA MAT, BALLS, BOOK LESSON	15	16.82	10-1200-410
	0000008009	YOGA MAT, BALLS, BOOK LESSON	15	188.90	10-1200-410
	0000008009	YOGA MAT, BALLS, BOOK LESSON	15	4.22	10-1200-410
	0000008015	DRY ERASE MARKERS, POST-IT NOTES	15	27.75	10-1112-410
	0000008015	CLASSROOM SUPPLIES, GAMES, FLASH CARDS, BOOKS	15	280.55	10-1112-410
	0000008024	CD LISTENING VALUPACK	15	170.99	10-1225-410
	0000008039	BINDERS, CORK SHEETS	15	41.16	10-1112-410
	0000008039	ERASERS (24)	15	10.79	10-1112-410
	0000008039	CLASSROOM SUPPLIES, BELL, CRAYONS	15	21.82	10-1112-410
	0000008039	CLASSROOM SUPPLIES, CONSTRUCTION PAPER	15	84.87	10-1112-410
	0000008046	SUBSTITUTE TEACH FOLDER	15	17.98	10-2410-410
	0000008067	CONTACT PAPER	15	53.98	10-2560-410

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	000008071	GEOMETRIC SHAPES BULLETIN	15	6.91	10-1111-419
	000008071	UNDER THE SEA PAD	15	2.96	10-1111-419
	000008071	SHAPE BULLETINBOARD	15	12.30	10-1111-419
	000008071	POSITIVE PRAISE SUPER SPOTS	15	6.73	10-1111-419
	000008071	MOUSE PAD	15	2.69	10-1111-410
	000008071	SIX SUBJ. PLAN BOOK	15	4.22	10-1111-410
	000008071	READ PAD	15	2.96	10-1111-419
	000008071	REWARD WORDS PAD	15	2.95	10-1111-419
	000008094	CLASSROOM SUPPLIES	15	93.82	10-1112-410
	000008094	DESK ORGANIZER	15	5.84	10-1112-410
	000008128	DURABLE CLICK SIGNS FOR NAME PLATES	15	61.65	10-2410-410
	7758	CLOTH PORTFOLIO TAPE (179)	15	884.26	10-1111-412
	7854	TEACHER SUPPLY-SHELTON	15	48.55	10-1120-410
				<u>\$8,896.42</u>	
<b>SCHOOLMASTERS SCIENCE</b>					
	000007877	GEOLOGY DVDS	15	178.98	10-1112-415
				<u>\$178.98</u>	
<b>SCHWARCZ, RACHEL</b>					
		REIMB TUITION	15	75.00	10-1111-230
				<u>\$75.00</u>	
<b>SHAR PRODUCTS COMPANY</b>					
	000007780	MUSIC INSTRUMENT PIECES, TAPE, STRINGS	15	183.84	10-1112-410
				<u>\$183.84</u>	
<b>SHELL FLEET PLUS</b>					
		FUEL - O&M	15	495.38	20-2540-464
		FUEL - TRANS	15	15,395.08	40-2550-464
				<u>\$15,890.46</u>	
<b>SHERIDAN AUTO PARTS</b>					
		FUSE, HEADLAMP, BULB, OIL DRI	15	152.17	40-2550-319
				<u>\$152.17</u>	
<b>SPECIAL EDUCATION DISTRICT</b>					
		2012 IMRF LEVY 2ND INSTALLMENT	15	20,320.00	50-4120-212
				<u>\$20,320.00</u>	
<b>SPIRIT OF THE EAGLE PRESENTATIONS</b>					
		NATIVE AMERICAN PRESENTATION	15	1,400.00	10-2210-314
				<u>\$1,400.00</u>	
<b>STANLEY, DAN</b>					
		IASBO CONFERENCE, LEADERSHIP INST TRAVEL	15	148.60	10-2510-312
		NIHIP, PDC MEETING TRAVEL	15	21.47	10-2510-332
				<u>\$170.07</u>	
<b>SUNSET FOODS</b>					
		BOE MEETING FOOD	15	20.34	10-2310-410
		BOE MEETING FOOD	15	36.42	10-2310-410
		BOE MEETING FOOD	15	13.10	10-2310-410
				<u>\$69.86</u>	
<b>SUPER DUPER PUBLICATIONS</b>					

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
	0000008073	MARTH MOUSE & BABY BEAR VOICE BOOK	15	24.95	10-1111-420
				<u>24.95</u>	
<b>TDS METROCOM</b>					
		TELEPHONE	15	1,981.13	10-2540-341
				<u>\$1,981.13</u>	
<b>TEACHERS DISCOVERY</b>					
	0000007872	STAMP PADS	15	15.40	10-1120-413
	0000007872	COSTA RICA FLAG	15	5.88	10-1120-413
	0000007872	EVERYDAY PHRASES	15	36.90	10-1120-413
	0000007872	BINGO/FLASH CARD SET	15	48.10	10-1120-413
	0000007872	MEGA STICKER PACK	15	33.59	10-1120-413
	0000007872	DOT STICKERS	15	4.47	10-1120-413
	0000007872	POSTER SER VS ESTAR	15	18.48	10-1120-413
	0000007872	LION KING VIDEO	15	33.59	10-1120-413
	0000007873	SPANISH POSTERS	15	76.43	10-1120-413
	0000007979	SOUTH AMERICA FLOOR MAP	15	167.93	10-1120-413
	0000008091	SPAIN FLAG	15	8.70	10-1111-410
	0000008091	MEXICO FLAG	15	8.70	10-1111-410
	0000008099	SPANISH GRAMMAR, DISPLAYS	15	120.60	10-1112-413
				<u>\$578.77</u>	
<b>TEAM REIL, INC.</b>					
		PLAYGROUND RENOVATION - SP	15	95,317.68	60-2530-540
		BASEBALL FIELD RENOVATION - DW	15	11,979.41	20-2540-329
				<u>\$107,297.09</u>	
<b>TECHSTAR AMERICA CORPORATION</b>					
	0000008022	SHIPPING FOR 4 TONES FOR COPY MACHINE	15	18.95	10-2410-410
				<u>\$18.95</u>	
<b>THOMPSON ELEVATOR INSPCT. SVC INC.</b>					
		ELEVATOR INSPECTION - HD	15	100.00	20-2540-329
				<u>\$100.00</u>	
<b>TIME FOR KIDS</b>					
	0000007987	TIME 4 KIDS MAGAZINE SUBSCRIPTION - 5TH GRADE	15	840.00	10-1120-420
				<u>\$840.00</u>	
<b>TINLEY, RUTH</b>					
		RETIREE INSURANCE	15	708.03	10-1120-225
				<u>\$708.03</u>	
<b>TOLEDO PE SUPPLY CO.</b>					
	0000007825	JUMP ROPES, GYM BALLS	15	798.45	10-1500-410
	0000007825	FOOTBALLS (15)	15	112.13	10-1500-410
				<u>\$910.58</u>	
<b>TOOMEY, AMANDA</b>					
		REIMB TUITION	15	75.00	10-1120-230
				<u>\$75.00</u>	
<b>TYCO INTEGRATED SECURITY LLC</b>					
		REPLACEMENT MONITOR - DW	15	695.00	20-2540-329
		REPLACEMENT MONITOR - HD	15	695.00	20-2540-329

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		MONITORING FEE OCT-DEC - HD	15	105.84	20-2540-329
		MONITORING FEE OCT-DEC - TRANS	15	97.28	20-2540-329
		MONITORING FEE OCT-DEC - SP	15	105.84	20-2540-329
		MONITORING FEE OCT-DEC - RIVER	15	63.00	20-2540-329
		REPLACEMENT MONITOR - SP	15	695.00	20-2540-329
		INSTALLATION OF NEW MONITOR SYSTEMS	15	899.00	20-2540-329
				<u>\$3,355.96</u>	
<b>TYLER TECHNOLOGIES</b>					
		VERSATRANS LICENSING	15	734.00	40-2550-640
		VERSATRANS ANNUAL LICENSING	15	2,645.00	40-2550-392
				<u>\$3,379.00</u>	
<b>US BANK VISA</b>					
		ACTIVE SHOOTER AWARENESS WORKSHOP	15	198.00	10-2310-312
		EVALUATION COMMITTEE LUNCH	15	56.45	10-2310-410
		VERITIME TRAINING FOOD	15	24.24	10-2520-410
		FOAM PIECES	15	170.40	10-2210-490
		SPANISH BOOKS, DISPLAYS	15	440.32	10-1112-413
		WEBSITE HOSTING, MAINTENANCE	15	718.50	10-2660-410
		RETURNED ITEM CREDIT	15	(116.45)	10-2660-410
		SPANISH POSTERS, DISPLAYS	15	92.75	10-1112-413
		WASBO CONFERENCE FEES	15	195.00	20-2540-312
		ALLERGIN FREE PLAYDOUGH	15	50.59	10-1225-410
		AIRSERVER LICENSE FOR S. VASEY	15	3.99	10-2660-410
		ISLMA CONFERENCE REGISTRATION	15	150.00	10-2210-314
		LICENSE RENEWALS FOR READING A-Z	15	140.90	10-1200-410
		LICENSE RENEWALS FOR READING A-Z	15	422.70	10-2210-490
		ARCHITECT INTERVIEW LUNCH	15	23.64	10-2310-410
		ISTE REGISTRATION	15	225.00	10-2660-410
		MONOPRICE AV CABLES	15	249.32	10-2660-410
		MCAFFEE VIRUS PROTECTION RENEWAL	15	37.17	10-2660-410
		AIRSERVER LICENSE	15	3.99	10-2660-410
		SPANISH POSTERS, DISPLAYS	15	38.00	10-1112-413
				<u>\$3,124.51</u>	
<b>USA FIRE PROTECTION</b>					
		FIRE SUPPRESSION REPAIRS - HD	15	5,644.00	20-2540-329
		REPLACE VALVES FIRE SUPPRESSION SYSTEM - HD	15	1,858.00	20-2540-329
		NFPA 25 PIPE INVESTIGATION - DW	15	1,105.00	20-2540-329
				<u>\$8,607.00</u>	
<b>VERSCHOOR, KATHY</b>					
		REIMB NAME TAGS FOR CURRICULUM NIGHT	15	49.90	10-1120-410
		REIMB LAMINATING TAPE	15	38.99	10-1120-410
				<u>\$88.89</u>	
<b>VILLAGE OF LINCOLNSHIRE</b>					
		WATER/SEWER- IRRIGATION	15	1,446.22	10-2540-370
		WATER/SEWER- DW	15	504.40	10-2540-370
		WATER/SEWER- TRANS	15	48.50	10-2540-370
		WATER/SEWER- HD	15	504.40	10-2540-370

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		WATER/SEWER- SP	15	853.60	10-2540-370
				<u>\$3,357.12</u>	
<b>VIRCO INC</b>					
	0000007665	REPLACEMENT CLASSROOM DESKS (133) - HD	15	9,629.20	10-1112-419
	0000007801	BLACK MAPLE FUSION DESK	15	491.99	20-2540-500
	0000007801	BIRCH BOOK DISPLAY	15	200.92	20-2540-500
	0000007801	BLACK PACIFICA CHAIR	15	243.36	20-2540-500
	0000007801	BIRCH LOCKERS (2)	15	734.18	20-2540-500
	0000007801	415 RED CHROME CHAIR (3)	15	140.28	20-2540-500
	0000007801	410 RED CHROME CHAIR (10)	15	504.00	20-2540-500
	0000007801	FOREST GREEN CHAIR (120)	15	7,602.00	10-1120-419
	0000007801	MAPLE DESKS (120)	15	12,368.40	10-1120-419
	0000007801	MAPLE TABLE	15	198.52	20-2540-500
				<u>\$32,112.85</u>	
<b>VOCABULARY SPELLING CITY</b>					
	0000007821	SPELLING CITY PREMIUM SUBSCRIP 3&4 384 KIDS	15	672.00	10-1112-417
				<u>\$672.00</u>	
<b>WALKER, LIZ</b>					
		REIMB FOR AUTHOR VISIT SUPPLIES	15	48.74	10-2210-410
				<u>\$48.74</u>	
<b>WAREHOUSE DIRECT</b>					
		REPLACEMENT CARPET EXTRACTOR	15	8,709.56	20-2540-500
				<u>\$8,709.56</u>	
<b>WARNER, ANN</b>					
		REIMB TUITION	15	675.00	10-1120-230
				<u>\$675.00</u>	
<b>WASTE MANAGEMENT OF ILLINOIS INC</b>					
		SANITATION SERVICES - DW	15	540.35	10-2540-321
		SANITATION SERVICES - SP	15	360.49	10-2540-321
		SANITATION SERVICES-HD	15	375.49	10-2540-321
				<u>\$1,276.33</u>	
<b>WECHSELBERGER, JILL</b>					
		REIMB TUITION	15	675.00	10-1120-230
		REIMB TUITION	15	675.00	10-1120-230
		REIMB TUITION	15	75.00	10-1120-230
				<u>\$1,425.00</u>	
<b>WIESER EDUCATIONAL INC.</b>					
	0000008101	WRITING WORKBOOK SLUPPLIES	15	167.09	10-1200-410
	0000008101	WRITING WORKBOOK SLUPPLIES	15	57.17	10-1200-410
				<u>\$224.26</u>	
<b>WILLIAM V. MACGILL &amp; CO.</b>					
	0000007982	SUPPLIES FOR NURSE'S OFFICE	15	495.74	10-2130-410
				<u>\$495.74</u>	
<b>WILSON LANGUAGE TRAINING</b>					
	0000007956	EXAMINER BOOKLETS, READERS, WORD CARDS	15	706.32	10-1200-410
				<u>\$706.32</u>	

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<b>WOODLAND CCSD 50</b>					
		LCCRC WORKSHOPS FOR PRINCIPALS	15	425.00	10-2410-312
				<u>\$425.00</u>	
<b>WORLD POINT</b>					
	0000007957	DISTRICT SUPPLIES FOR CPR PROGRAM	15	46.27	10-2130-410
	0000007957	DISTRICT SUPPLIES FOR CPR PROGRAM	15	2,142.08	10-2130-410
				<u>\$2,188.35</u>	
<b>WORTHINGTON DIRECT</b>					
	0000008025	TABLES FOR SP LIBRARY (6)	15	2,645.00	10-2660-410
				<u>\$2,645.00</u>	
<b>XEROX CORPORATION</b>					
		COPIER LEASE - SP	15	156.15	30-5370-610
				<u>\$156.15</u>	
<b>ZANER BLOSER</b>					
	0000007742	SPELLING CONNECTIONS GR. 2 STUDENT ED.	15	4,357.82	10-1111-420
				<u>\$4,357.82</u>	
			<b>Report Total</b>	<u>\$869,629.64</u>	



**Lincolnshire-Prairie View School District 103**

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

MEMO

**To:** Board of Education  
**From:** Dan Stanley  
**CC:** Dr. Scott Warren  
**Date:** October 15, 2013  
**Re:** Designation of Banks

---

As required by Board policy 4:30 (Revenue and Investments), the designation of banks for Lincolnshire-Prairie View Elementary School District No.103 has been scheduled for approval.

I am recommending the Board of Education designate the following as authorized depositories, investment managers, dealers, and brokers:

- US Bank
- Bank Financial
- PMA Financial Network, Inc.
- Illinois Institutional Investors Trust

The recommended designees have not changed since last designation in October, 2012.



Lincolnshire – Prairie View School District 103  
1370 RIVERWOODS ROAD  
LINCOLNSHIRE, IL 60069  
847.295.4030  
(Fax) 847.295.9196

Memo

To: Board of Education  
From: Scott Warren  
Date: October 11, 2013  
Re: Second Reading for Board Policy Issue 82

---

We recommend the Board approve the following policies:

2:105	Ethics and Gift Band
2:120	Board Member Development
4:20	Fund Balances
5:20	Workplace Harassment Prohibited
6:120	Education of Children with Disabilities
7:230	Misconduct by Students with Disabilities
7:340	Student Records

YGD  
AHW

# DRAFT UPDATE

Lincolnshire - Prairie View School District 103

2:105

## Board of Education

### Ethics and Gift Ban

#### Definitions

Unless otherwise stated, all terms used in this policy have the definition given in the State Officials and Employees Ethics Act, 5 ILCS 430/1-5.

With respect to an employee whose hours are not fixed, "compensated time" includes any period of time when the employee is on premises under the control of the District and any other time when the employee is executing his or her official duties, regardless of location.

"Prohibited political activity" means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

#### Prohibited Political Activity

No employee shall intentionally perform any prohibited political activity during any compensated time. No Board Member or employee shall intentionally use any property or resources of the District

2:105

Page 1 of 4

# DRAFT UPDATE

in connection with any prohibited political activity. At no time shall any Board Member or employee intentionally require any other Board Member or employee to perform any prohibited political activity: (a) as part of that Board Member's or employee's duties, (b) as a condition of employment, or (c) during any compensated time off, i.e., as holidays, vacation or personal time off. No Board Member or employee shall be required at any time to participate in any prohibited political activity in consideration for that Board Member or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise, nor shall any Board Member or employee be awarded additional compensation or any benefit in consideration for his or her participation in any prohibited political activity.

A Board member or employee may engage in ~~activities~~any activity that: (1) ~~are~~is otherwise appropriate as part of his or her official duties, or (2) ~~are~~is undertaken by the individual on a voluntary basis that ~~are~~is not prohibited by this policy.

## Limitations on Receiving Gifts

"Prohibited source" means any person or entity who:

1. Is seeking official action by: (a) a Board Member, or (b) an employee, or by the Board Member or another employee directing that employee;
2. Does business or seeks to do business with: (a) the Board Member, or (b) with an employee, or with the Board Member or another employee directing that employee;
3. Conducts activities regulated by: (a) a Board member, or (b) an employee or by the Board member or another employee directing that employee; ~~or~~
4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the Board member or employee;
5. Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors; or
6. Is an agent of, a spouse of, or an immediate family member living with a prohibited source.

"Gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of a Board Member or employee.

Except as permitted by this policy, no Board Member or District employee, and no spouse of or immediate family member living with ~~any a~~ Board Member or employee (collectively referred to herein as "recipients"), shall intentionally solicit or accept any gift from any prohibited source, as defined herein, or that is otherwise prohibited by law or policy. No prohibited source shall intentionally offer or make a gift that violates this policy.

The following are exceptions to the ban on accepting gifts from a prohibited source:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the Board Member or employee, or his or her spouse or immediate family member, pays the fair market value.
3. Any: (a) contribution that is lawfully made under the Election Code, or (b) activities associated with a fund-raising event in support of a political organization or candidate.
4. Educational materials and missions.
5. Travel expenses for a meeting to discuss business.

**Comment [AKL1]:** The definition of prohibited source in this policy is updated in response to legislation. Other changes are made to clarify language.

Issue 82, July 2013

# ***DRAFT UPDATE***

6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.
7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (a) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (b) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (c) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Board Members or employees, or their spouses or immediate family members.
8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are: (a) consumed on the premises from which they were purchased or prepared; or (b) catered. "Catered" means food or refreshments that are purchased ready to consume which are delivered by any means.
9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Board Member or employee), if the benefits have not been offered or enhanced because of the official position or employment of the Board Member or employee, and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. "Intra-governmental gift" means any gift given to a Board Member or employee from another Board Member or employee, and "inter-governmental gift" means any gift given to a Board Member or employee ~~by~~ from an officer or employee of another governmental entity.
11. Bequests, inheritances, and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the listed exceptions is mutually exclusive and independent of every other.

A Board Member or employee, his or her spouse or an immediate family member living with the Board Member or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under Section 501 (c)(3) of the Internal Revenue Code.

## Filing Complaints

Written complaints alleging a violation of this policy shall be filed with the Superintendent or Board of Education President.

# ***DRAFT UPDATE***

LEGAL REF.: 5 ILCS 430/ ~~4-1 et seq.~~ State Officials and Employees Ethics Act.  
10 ILCS 5/9-25.1, Election Interference Prohibition Act.

CROSS REF.: 5:120 (Ethics and Conduct)

ADOPTED: ~~July 10, 2006~~

# DRAFT UPDATE

Lincolnshire - Prairie View School District 103

2:120

## Board of Education

### Board Member Development

The Board of Education desires that its individual members learn, understand, and practice effective governance principles. The Board is responsible for member orientation and development. Board members have an equal opportunity to attend state and national meetings designed to familiarize members with public school issues, governance, and legislation.

The Board President and/or Superintendent shall provide all Board members with information regarding pertinent educational materials, publications, and notices of training or development.

### Mandatory Board Member Training

Each Board member is responsible for his or her own compliance with the mandatory training laws that are described below:

1. Each Board member ~~taking office after June 13, 2011~~ must complete at least 4 hours of professional development leadership training in education and labor law, financial oversight and accountability, and fiduciary responsibilities within the first year of his or her first term. ~~that begins after that date.~~ This requirement is applicable to Board members who are elected after June 13, 2011 or who are appointed to fill a vacancy of at least one year's duration after that date.
2. Each Board member ~~who was in office on January 1, 2012~~ must complete training on the Open Meetings Act ~~within one year of that date.~~ Each Board member taking office after January 1, 2012 must complete this training no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of ~~his or her~~ the certificate of completion with ~~his or her Board~~ the Board. Training on the Open Meetings Act is only required once.
3. ~~After the District's implementation of the Performance Evaluation Reform Act (PERA) evaluations,~~ Each Board member must complete a training program on PERA ~~evaluations~~ under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal based on an using the optional alternative evaluative evaluation dismissal process. This dismissal process is available after the District's PERA implementation date.

**Comment [AKL1]:** Policy is updated for clarity and to remove dates that are no longer pertinent.

Issue 82, July 2013

The Superintendent or designee shall maintain on the District website a log identifying the complete training and development activities of each Board member, including both mandatory and non-mandatory training.

### New Board Member Orientation

The following steps are taken to orient newly elected or appointed Board of Education members:

1. The Board President or designee shall arrange a meeting with new Board member(s) for the purpose of explaining and answering questions about Board processes and procedures.
2. The Superintendent or designee shall arrange a meeting of the Board President, the Superintendent, and the new member for the purpose of answering questions and acquainting the member with the District.
3. The Superintendent shall give each new Board of Education member copies of the Board of Education Policy Manual, the Board of Education meetings minutes for the past year, and other helpful information including material explaining the Board of Education's roles and responsibilities.

2:120

Page 1 of 2

# ***DRAFT UPDATE***

4. The Board President may request a veteran Board member to mentor a new member.
5. New members are encouraged to attend workshops for new members conducted by the Illinois Association of Board of Educations.

## Candidates

The Superintendent or designee shall invite all current candidates for the office of Board of Education member to attend (1) Board of Education meetings, except that this invitation shall not extend to any closed meetings, and (2) pre-election workshops for candidates.

LEGAL REF.: 5 ILCS 120/1.05 and 120/2.  
105 ILCS 5/10-16a and 5/24-16.5.

CROSS REF.: 2:80 (Board Member Ethics), 2:125 (Board Member Expenses)

ADOPTED: ~~May 14, 2012~~

# DRAFT UPDATE

Lincolnshire - Prairie View School District 103

4:20

## Operational Services

### Fund Balances

The Superintendent or designee shall inform the Board whenever ~~the District must draw~~ it should discuss drawing upon its reserves or borrowing money.

The School District seeks to maintain year-end fund balances no less than 20 percent (20%) of the annual expenditures in each fund.

**Comment [AKL1]:** Policy language was edited to clarify the board's responsibility in this area.

Issue 82, July 2013

CROSS REF.: 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

ADOPTED: March 19, 2013

# DRAFT UPDATE

yes  
AHV

## General Personnel

### Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's race, religion, national origin, sex, sexual orientation, age, citizenship status, disability, or other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policy 7:20, *Harassment of Students Prohibited*.

### Sexual Harassment Prohibited

The School District shall provide a workplace environment free of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct, or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes verbal or physical conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct which has the effect of humiliation, embarrassment or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

### Making a Complaint: Enforcement

A violation of this policy may result in discipline, up to and including discharge. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, up to and including discharge. An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing bona fide complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*).

Aggrieved persons, who feel comfortable doing so, should directly inform the person engaging in harassing conduct or communication that such conduct or communication is offensive and must stop.

Employees should report claims of harassment to the Nondiscrimination Coordinator and/or use the Board policy 2:260, *Uniform Grievance Procedure*. Employees may choose to report to a person of the employee's same sex. There are no express time limits for initiating complaints and grievances under this policy; however, every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available.

### Whom to Contact with a Report or Complaint

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

# DRAFT UPDATE

*Nondiscrimination Coordinator :*

Name Julie Postma  
Address 1370 Riverwoods Rd.  
Lincolnshire, IL 60069  
Telephone 847/295-4030

*Complaint Managers:*

Name ~~Mark Westhoff~~ Dan Stanley Julie Postma  
Address 1370 Riverwoods Rd. 1370 Riverwoods Rd.  
Lincolnshire, IL 60069 Lincolnshire, IL 60069  
Telephone 847/295-4030 847/295-4030

The Superintendent shall also use reasonable measures to inform staff members and applicants of this policy, which shall include reprinting this policy in the appropriate handbooks.

LEGAL REF.: Title VII of the Civil Rights Act, 42 U.S.C. §2000e et seq.; 29 C.F.R. §1604.11.  
Title IX of the Education Amendments, 20 U.S.C. §1681 et seq.; 34 C.F.R. §1604.11.  
Ill. Human Rights Act, 775 ILCS 5/2-101(E), 5/2-102(D), 5/5-102, and 5/5-102.2.  
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.  
Burlington Industries v. Ellerth, 118 S.Ct. 2257 (1998).  
Crawford v. Metro. Gov't of Nashville & Davidson County, 129 S. Ct. 846 (2009).  
Faragher v. City of Boca Raton, 118 S.Ct. 2275 (1998).  
Franklin v. Gwinnett Co. Public Schools, 112 S.Ct. 1028 (1992).  
Harris v. Forklift Systems, 114 S.Ct. 367 (1993).  
Jackson v. Birmingham Board of Education, 125 S.Ct. 1497 (2005).  
Meritor Savings Bank v. Vinson, 106 S.Ct. 2399 (1986).  
Oncale v. Sundown Offshore Services, 118 S.Ct. 998 (1998).  
Porter v. Erie Foods International, Inc., 576 F.3d 629 (7th Cir. 2009).  
Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n, 908 N.E.2d 39 (Ill., 2009).  
Vance v. Ball State University, 133 S. Ct. 2434 (2013).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 7:20 (Harassment of Students Prohibited)

ADOPTED: August 9, 2010

**Comment [AKL1]:** Legal references are updated to add two U.S. Supreme Court decisions. See the Update Memo for more information.

**Issue 82, July 2013**

# DRAFT UPDATE

## Instruction

### Education of Children with Disabilities

yes  
AKW

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, as required by the Individuals With Disabilities Education Act (IDEA) and implementing provisions of the School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act. The term "children with disabilities," as used in this policy, means children between ages 3 and 21 (inclusive) for whom it is determined, through definitions and procedures described in the Illinois State Board of Education's *Special Education* rules, that special education services are needed.

It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the Illinois State Board of Education's *Special Education* rules. For those students who are not eligible for services under IDEA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include notice, an opportunity for the student's parent(s)/guardian(s) to examine relevant records, an impartial hearing with opportunity for participation by the student's parent(s)/guardian(s), and representation by counsel, and a review procedure.

The District may maintain membership in one or more cooperative associations of school districts that shall assist the School District in fulfilling its obligations to the District's disabled students.

If necessary, students may also be placed in nonpublic special education programs or education facilities.

LEGAL REF.: Americans With Disabilities Act, 42 U.S.C. §12101 et seq.  
Individuals With Disabilities Education Improvement Act of 2004, 20 U.S.C. §1400 et seq.  
Rehabilitation Act of 1973, Section 504, 29 U.S.C. §794.  
105 ILCS 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02a**b**.  
23 Ill.Admin.Code Part 226.  
34 C.F.R. §300

**Comment [AKL1]:** Legal references are edited.  
Issue 82, July 2013

CROSS REF.: 2:150 (Committees), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: April 13, 2009

# DRAFT UPDATE

Lincolnshire - Prairie View School District 103

7:230

## Students

### Misconduct by 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 District will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities. The committee shall review the State Board of Education's guidelines on the use of behavioral interventions and use them as a non-binding reference. The Superintendent may designate at least one staff member as a behavioral intervention consultant who shall oversee the implementation of this policy. This policy and the behavioral intervention procedures shall be furnished to the parents/guardians of all students with individual education plans within 15 days after their adoption or amendment by, or presentation to, the Board or at the time an individual education plan is first implemented for a student; all students shall be informed annually of the existence of this policy and the procedures. At the annual individualized education plan review, a copy of this policy shall be given to the parents/guardians. The policy and procedures shall be explained. A copy of the procedures shall be available, upon request of the parents/guardians.

#### Discipline of Special Education Students

The District shall comply with the provisions of the Individuals With Disabilities Education Act (IDEA) when disciplining 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. Any special education student whose gross disobedience or misconduct is not a manifestation of his or her disability may be expelled pursuant to the expulsion procedures, except that such disabled student shall continue to receive educational services as provided in the IDEA during such period of expulsion.

A School District may suspend a special education student for 10 school days in any given school year if the student violates school rules. During that period, the District is not required to provide educational services for the student. The District may suspend a special education student for more than 10 school days per school year for separate offenses as long as the removal is not a change in the student's placement. After 10 cumulative days of suspension in a school year, the School District must provide services to the child during the removal from school and schedule an IEP meeting to review and/or revise the behavioral intervention plan.

Any special education student may be temporarily excluded from school by court order or by order of a duly appointed State of Illinois hearing officer changing the student's placement to an appropriate interim alternative educational setting for up to 45 days, if the District demonstrates that maintaining the student in his or her current placement is substantially likely to result in injury to the student or others.

A special education student who has carried a weapon to school or to a school function or who knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function may be removed from his or her current placement. Such a student shall be placed in an appropriate interim alternative educational setting for no more than 45 days in accordance with the IDEA. The length of time a student with a disability is placed in an alternative educational setting must be the same amount of time that a student without a disability would be subject to discipline.

7:230

Page 1 of 2

# ***DRAFT UPDATE***

LEGAL REF.: Individuals With Disabilities Education Improvement Act of 2004, 20 U.S.C. §§1412, 1413, and 1415.  
Gun-Free Schools Act, 20 U.S.C. §~~3371~~51 et seq.  
34 C.F.R. §§300.101, 300.530 - 300.536.  
105 ILCS 5/10-22.6 and 5/14-8.05.  
23 Ill.Admin.Code §226.400.  
Honig v. Doe, 108 S.Ct. 592 (1988).

CROSS REF.: 2:150 (Committees), 6:120 (Education of Children with Disabilities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Discipline), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct)

ADOPTED: July 10, 2006

**Comment [AKL1]:** Legal references are edited.  
Issue 82, July 2013

# DRAFT UPDATE

Lincolnshire - Prairie View School District 103

7:340

yes  
DZW

## Students

### Student Records

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

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

State and federal law grant students and parent(s)/guardian(s) certain rights, including the right to inspect, copy, and challenge school student records. The information contained in school student records shall be of clear educational relevance to the student. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but parent(s)/guardian(s) shall have the right to object to the release of information regarding their child. However, the District will comply with an *ex parte* court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the students' parent(s)/guardian(s).

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

LEGAL REF.: Chicago Tribune Co. v. Chicago Bd. of Ed., 773 N.E.2d 674 (Ill.App.1, 2002).  
Owasso I.S.D. No. I-011 v. Falvo, 122 S.Ct. 934 (2002).  
Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99.  
Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/  
105 ILCS 5/10-20.21b, 20.37, 20.40, 5/14-1.01 et seq., and 10/  
50 ILCS 205/7.  
23 Ill.Admin.Code Parts 226 and 375.

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct)

ADOPTED: September 18, 2012

**Comment [AKL1]:** The definition of school student record is amended to align with 23 Ill.AdminCode section 375.10.

#### OPTION

Rather than listing the exceptions in the policy, the board may choose to end the sentence after the proviso "except as provided in State or federal law." To use the shorter option, check 7:340 OPTION on the response form.

Please see the Update Memo for important information regarding other aspects of your student records policy.

**Issue 82, July 2013**

7:340

Page 1 of 1

Add!

1. Records kept in a staff member's sole possession that are used only as a personal memory aid of the maker thereof and are not accessible or revealed to any other person except a temporary substitute for the maker of the record.



Lincolnshire – Prairie View School District 103  
1370 N. RIVERWOODS ROAD  
LINCOLNSHIRE, IL 60069  
847.295.4030  
(Fax) 847.295.9196

## Memo

**To:** Board of Education  
**From:** Katie Reynolds  
**CC:** Dr. Scott Warren  
**Date:** October 10, 2013  
**Re:** QLAP Final Draft

---

Attached please find the 2013-2014 Quality Learning Action Plan. The attached goals are the final goals for the 2013-2014 school year. They are presented tonight for your approval. A summary of changes from the draft document to the final document is provided below.

### Summary of Revisions

1. On page 2 under Strategies and Action Steps

Language on draft: Implement methods of communication using technology that will allow students to communicate with students from other cultures.

Revision: Research methods of communication using technology that will allow students to communicate with students from other cultures.

2. On page 4 under Timeline

Language on draft: A professional development plan will be created for the four remaining early release days prior to October 31, 2013.

Revision: A professional development plan will be created for the 2013-2014 school year by October 31, 2013. A schedule for summer learning opportunities will be created by March 31, 2014.

3. On page 6 under Strategies & Action Steps

Language on draft: none

Addition: Create and post a FAQ that addresses technology related questions students or parents might require answers to when school is not in session.



**LINCOLNSHIRE-PRAIRIE VIEW  
SCHOOL DISTRICT 103**

**2013-2014  
QUALITY LEARNING ACTION  
PLAN GOALS**

*Approved by the Board of Education  
on*

**LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103**  
1370 N. Riverwoods Road  
Lincolnshire, IL 60069  
*Phone* 847.295.4030  
*Fax* 847.295.9196



**GOAL:** Using technology, facilitate outreach experiences for students that allow students to learn about the similarities and differences across world cultures.

**OUR REALITY:** Already embedded in the District 103 curriculum are multiple opportunities for students to learn about a variety of cultures, but currently there are not any formalized opportunities for students to interact with students from other cultures and parts of the world.

**STRATEGIES & ACTION STEPS:**

- Research methods of communication using technology that will allow students to communicate with students from other cultures.
- Implement outreach experiences for students for exchanges regarding differences in culture, values, and expectations.

**TIMELINE:**

- Building and District Technology Committees will research methods of communication using technology by January 2014.
- Building and District Social Studies Committees will create activities that allow students to interact with students from other cultures and parts of the world by January 2014.
- Student communication activities will be conducted in the spring of 2014.

**EVIDENCE OF EFFECTIVENESS:**

- A menu of options will be created by grade level for District 103 students to interact with students from another culture and part of the world. At least one menu option will be implemented in each grade level in the spring of 2014.

**RESPONSIBILITY:** Assistant Superintendent for Curriculum and Instruction and Director of Technology with assistance from the District Social Studies and Technology Curriculum Coordinators committee members.

**VISION 2015 CONNECTION:** Provide opportunities for students to connect with other countries and expand their cultural awareness.



**GOAL:** Conduct a review of the Enrichment Learning Model to evaluate the best differentiation models for District 103 students.

**OUR REALITY:** District 103 teachers differentiate based on student needs in the classroom. When students are in need of special programming due to academic talent, teachers work with the Enrichment Learning Model Coordinators to meet the students' needs.

**STRATEGIES & ACTION STEPS:**

- Co-Facilitate a committee with a Consultant in order to evaluate District 103's current enrichment model
- Determine the feasibility of individual learning plans for all students in District 103 and investigate models that could be used in our district.

**TIMELINE:**

- Hire consultant, complete staff, parent and community surveys and determine program model to be completed by February 2014.
- Preliminary report of proposed program model drafted by Spring 2014, and distributed to the Board of Education.

**EVIDENCE OF EFFECTIVENESS:**

- Program Evaluation Report
- Recommendation for new or revised District enrichment model

**RESPONSIBILITY:** Assistant Superintendent for Curriculum and Instruction

**VISION 2015 CONNECTION:** Embed 21st century skills throughout the District 103 curriculum.



**GOAL:** Engage certified staff and teachers in professional development activities that align pedagogy with the instructional and content shifts for English language arts and mathematics instruction as outlined in the Common Core. Begin awareness of the Next Generation Science Standards in grades K-5 and curriculum alignment in grades 6-8.

**OUR REALITY:** District 103 teachers have engaged in math and English language arts curriculum writing activities to align curriculum documents to the Common Core Standards.

**STRATEGIES & ACTION STEPS:**

- On Professional Development days, staff will participate in workshops that engage them in the instructional shifts and standards of practice necessary to fulfill the requirements of the Common Core.
- Perform Unit Reflections in English Language Arts and Math to address: what went well & did not, pacing, what would we do differently, what were the big ideas?
- Administer 2-3 PARCC math sample items within appropriate units with students throughout the year and use for discussion at building meetings (e.g. how did our students respond, what are we doing to prepare for such items, etc).
- Review all math benchmark and unit assessments to align with content and practice standards.
- Complete the English language arts materials review process resulting in grade-level adoptions as necessary to align materials to the rigor and content of the Common Core Standards
- Science teachers in grades 6-8 will participate in the Stevenson Consortium Curriculum writing days

**TIMELINE:**

- A professional development plan will be created for the 2013-2014 school year by October 31, 2013. A schedule for summer learning opportunities will be created by March 31, 2014.

**EVIDENCE OF EFFECTIVENESS:**

- Math benchmarks and unit assessments aligned with content and practice standards.

- English language arts materials aligned to the rigor and content of the Common Core Standards
- Science curriculum aligned to the Next Generation Science Standards for grades 6-8

**RESPONSIBILITY:** Assistant Superintendent of Curriculum and Instruction

**VISION 2015 CONNECTION:** Embed 21st century skills throughout the District 103 curriculum.



**GOAL:** Work with teachers to integrate technology skills and Google Apps for Education into their instruction.

**OUR REALITY:** Teachers have been using Google Apps for Education for almost one year, and teachers' expertise with technology varies. This school year we are introducing Google Apps for Education to students, and we now have technology integration specialists at each school. We are running several pilot programs this year where students are in a 1:1 environment.

**STRATEGIES & ACTION STEPS:**

- Assess teachers' comfort and expertise with Google Apps and technology in general.
- Implement peer-coaching model for integrating technology in lesson plans and student work.
- Offer a variety of staff development trainings to enhance teacher effectiveness with Google Apps
- Create and post a FAQ that addresses technology related questions students or parents might require answers to when school is not in session.

**TIMELINE:**

- Technology Integration Specialists meet with teachers during staff and team meetings during September-October, 2013.
- Staff development opportunities offered to staff during 2013-14 school year.
- Report distributed to the Board of Education by June 2014.

**EVIDENCE OF EFFECTIVENESS:**

- Students utilizing Google Apps in their daily work
- Increased use of Google Apps and technology by teachers coached by technology integration specialists.
- Lesson plans by teachers that include technology.

**RESPONSIBILITY:** Director of Technology, Technology Integration Specialists, Assistant Superintendent for Curriculum and Instruction, Principals

**VISION 2015 CONNECTION:** Embed 21<sup>st</sup> century skills throughout the District 103 curriculum.



**GOAL:** All students will demonstrate growth in math and language arts. Each school in District 103 will use district and standardized assessments to measure student growth based on individualized targets. Our goal is for all students to meet the grade level benchmark of at least 80% proficiency, including all subtests, by the end of the school year.

**OUR REALITY:** District 103 analyzes all academic assessment data multiple times through out the year. This data is used to provide changes to instruction to improve student achievement.

**STRATEGIES & ACTION STEPS:**

- Continue to develop and refine math and language arts assessments aligned with the Common Core Standards.
- Analyze results of math and language arts assessments for all students at three different times during the school year.
- Report results to grade level teams, support staff and interventionists to individually meet student needs.

**TIMELINE:** 2013-2014 school year

**EVIDENCE OF EFFECTIVENESS:**

- Completion of common assessments and analysis of results on three math and language arts assessments during the school year.
- Analysis of data dash boards

**RESPONSIBILITY: Building Principals**

**VISION 2015 CONNECTION:** Define success criteria for District 103 students and determine measureable as well as intangible qualities that quantify success



**Lincolnshire-Prairie View School District 103**

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

MEMO

**To:** Board of Education  
**From:** Dan Stanley  
**CC:** Dr. Scott Warren  
**Date:** October 15, 2013  
**Re:** Non-Certified Employment

---

We recommend approval of the following non-certified employment actions:

Last Name	First Name	Hourly Rate	Position	Location
Schwartz	Rachel	9.00	103 Club Associate	Sprague
Sylvan	Hannah	12.00	103 Club Supervisor	Sprague/HD
Werner	Madison	9.00	103 Club Associate	TBD
Saavedra	Veronica	9.00	103 Club Associate	TBD
Ojha	Sangeeta	12.00	103 Club Associate	Half Day
Ojha	Sangeeta	12.00	SpEd Associate	Half Day
Henderson	Franci	12.50	1 FTE SpEd Associate	Sprague
Sposito	Jeanne	18.45	Temp Bus Driver	Transportation



## Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

MEMO

**To:** Board of Education  
**From:** Dan Stanley  
**CC:** Dr. Scott Warren  
**Date:** October 15, 2013  
**Re:** 2013 Estimated Levy

---

(At the end are definitions that may prove helpful in discussion)

Included is the recommended 2013 Estimated Levy along with several supporting documents. The certificate of tax levy lists the estimated levy amounts for the various levies. The total estimated levy is \$27,272,965.

This includes a \$72,965 levy for SEDOL IMRF purposes as directed by SEDOL. The SEDOL IMRF levy amount for 2012 was \$40,640. The increase is largely due to SEDOL spending down the fund balance in their IMRF Fund. Now that the balances are low enough, the levy is being adjusted accordingly.

Not including SEDOL IMRF, the estimated levy is \$27.2 million. The 1.7% CPI is built-in as well as estimates for New Construction (including the TIF).

This is a unique year in that the Lincolnshire TIF properties are expected to return to the School District's tax base (estimated near \$25 million in EAV). Due to PTELL, the District must "ask" for the estimated amounts to be generated from the Lincolnshire TIF properties in the levy because what the District is allowed access to is limited to what they received last year. In other words, the District must ask for more than the 1.7% CPI and New Construction in order to capture the TIF values. Otherwise, access is cutoff in future years.

Due to the TIF, the amount to ask for will be over 8% more than what was extended last year. Because of this, the *Truth In Taxation Act* will require more steps. Below are the requirements under the act:

1. At least 20 days before the District adopts the levy, the Board must estimate the amount of the levy.
2. If the estimated amount of the levy is more than 105% (more than a 5% increase) of the amount extended for last year's levy, plus any amount abated prior to the extension, the District has to conduct a public hearing on its intent to levy an amount that is 105% or more than last year's extension.

3. The hearing cannot coincide with the hearing on the District's proposed budget. The hearing must be open to the public and the District must explain the reasons for the proposed levy increase. The Board must allow members of the public to testify if they wish. Reasonable time limits can be placed on testimony (I recommend the District announce the time limit at the beginning of the hearing).
4. The District must publish notice of the hearing. The notice must be published no more than 14 days and no less than 7 days prior to the date of the hearing.
5. The notice must be published in an English language newspaper of general circulation circulated in the District.
6. The notice cannot be placed in the part of the newspaper where legal notices and classified ads appear.
7. The *Truth In Taxation Act* specifies the form of the notice. Included is a notice with the specified information. If the notice includes any information in addition to that on the enclosed notice, it is invalid.
8. The notice as to (1) be at least one-eighth of a page in size, (2) use no less than 12 point font type, and (3) have a black border that is no less than one-quarter inch wide.

Due to these requirements, especially the notice requirements, it will be important to understand and communicate that a few key points:

- The reason for the one-time 8% increase in the levy is to capture the TIF returning to the District's tax base.
- Existing properties, in aggregate, are increasing the rate of CPI, 1.7%. **This does not mean that individual property taxes will increase by 1.7%.** Each individual property tax will change based on the change in assessed value. The aggregate effect will be 1.7%.
- The notice requires the include the debt service, however the Board will approve an abatement of the Debt Service so that the those amounts will not be levied. Again, we cannot add this to the notice as it would make the notice void.

### **Documents Included**

**2013 Certificate of Tax Levy** – This is the actual levy document that, if approved, will be submitted to the county clerk.

**2013 Levy Calculation Page** – This shows detailed information on estimates, comparisons to prior year's extension, and the different amounts per levy. Highlights are provided to indicate key figures.

**Notice of hearing** – This is the notice that will appear in the paper, per the specific specifications.

**2013 Levy Resolutions** – These are the two resolutions (and certifications) for adopting the levy that are included in the submittal to the county clerk.

### **Definitions**

**Levy** – Amount of property tax revenue requested.

**Extension** – Amount of property tax revenue approved.

**EAV** – **Equalized Assessed Valuation**. This is very close to 1/3<sup>rd</sup> of Fair Market Value of properties.

**New Construction** – New property on the "tax rolls". This could include construction, improvements, annexations, and TIF dissolutions.

**Tax Rate** – Rate applied to EAV to result in extension. Tax rate = Extension/EAV.

**CPI** – **Consumer Price Index** (All Urban Consumers). This is essentially the rate of inflation used.

**PTELL** – **Property Tax Extension Limitation Law**. This law caps the amount of revenue the District may receive from property taxes.

**Limiting Rate** – the tax rate calculated by PTELL that, in essence, caps the current year extension by the rate of inflation.

A few minor reminders regarding the tax levy:

- SEDOL IMRF is “outside” of PTELL (i.e. it is not capped) and is levied based on information from SEDOL.
- Bond and Interest is not levied by the District; this was setup when debt was incurred and the county will levy/extend the taxes necessary.

Finally, a few items to keep in mind:

- The levy needs to provide enough contingency in order to protect against massively incorrect estimated New Construction and change in existing EAV. Most important is to protect against if New Construction is significantly higher than expected and existing EAV is significantly lower than expected. Otherwise, loss can occur.
- Specific fund estimates are determined based on fund balances, expenditures, and other revenues.

### **Recommended Timeline**

- Approve 2013 Estimated Levy October 15<sup>th</sup>, 2013
- Hold public hearing on November 12<sup>th</sup>, 2013 (publish notice of hearing no more than 14 days and no less than 7 days prior)
- Approve 2013 Levy November 12<sup>th</sup>, 2013 (need at least 20 days from estimated levy)

**I recommend the Board approve the 2013 Estimated Levy as presented.**

**ILLINOIS STATE BOARD OF EDUCATION**

School Business Services Division  
217/785-8779

Original:    
Amended:

**CERTIFICATE OF TAX LEVY**

*A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.*

District Name Lincolnshire-Prairie View School District No. 103	District Number 34-049-1030-02	County Lake
--------------------------------------------------------------------	-----------------------------------	----------------

**Amount of Levy**

<b>Educational</b>	\$ 22,780,000	<b>Fire Prevention &amp; Safety *</b>	\$ 0
<b>Operations &amp; Maintenance</b>	\$ 2,400,000	<b>Tort Immunity</b>	\$ 0
<b>Transportation</b>	\$ 1,500,000	<b>Special Education</b>	\$ 0
<b>Working Cash</b>	\$ 0	<b>Leasing</b>	\$ 0
<b>Municipal Retirement</b>	\$ 320,000	<b>Other</b>	\$ 0
<b>Social Security</b>	\$ 200,000	<b>Other</b>	\$ 72,965
		<b>Total Levy</b>	\$ 27,272,965

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

**See explanation on reverse side.**

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

**We hereby certify that we require:**

the sum of 22,780,000 dollars to be levied as a special tax for educational purposes; and  
the sum of 2,400,000 dollars to be levied as a special tax for operations and maintenance purposes; and  
the sum of 1,500,000 dollars to be levied as a special tax for transportation purposes; and  
the sum of 0 dollars to be levied as a special tax for a working cash fund; and  
the sum of 320,000 dollars to be levied as a special tax for municipal retirement purposes; and  
the sum of 200,000 dollars to be levied as a special tax for social security purposes; and  
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and  
the sum of 0 dollars to be levied as a special tax for tort immunity purposes; and  
the sum of 0 dollars to be levied as a special tax for special education purposes; and  
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_; and  
the sum of 72,965 dollars to be levied as a special tax for SEDOL IMRF  
on the taxable property of our school district for the year 2013.

Signed this 12th day of November 2013. \_\_\_\_\_  
(President)

\_\_\_\_\_  
(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

**Number of bond issues of said school district that have not been paid in full** 1.

*(Detach and Return to School District)*

This is to certify that the Certificate of Tax Levy for School District No. 103, Lake County, Illinois, on the equalized assessed value of all taxable property of said school district for the year 2013, was filed in the office of the County Clerk of this County on \_\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year \_\_\_\_\_, is \$ \_\_\_\_\_.

\_\_\_\_\_  
(Signature of County Clerk)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County)

2013 LEVY CALCULATION PAGE

Limiting Rate:  $\frac{\text{Prior Year Extension} \times (1 + \text{Lesser of 5\% or CPI})}{\text{Total EAV} - \text{New Construction}}$

Limiting Rate: **3.0394%**  
 Estimated Capped Extension: **\$26,658,146.31**

Consumer Price Index:	1.70%
Actual Total EAV for 2012:	\$898,804,660
Estimated % change from 2012 EAV:	-6.31%
Estimated New Construction for 2013:	\$35,000,000
Estimated Total EAV for 2013:	\$877,090,086
Total change from prior year:	-2.42%

	Prior Year Extension:	Maximum Tax Rate:	Individual Fund Estimated Maximum Extension:	Prorated Extension based on prior year extension:	Manual Override:	Balloon % input:	Levy Amount:
Educational	\$21,202,801.93	3.50%	\$30,698,153.01	\$22,459,488.28	\$22,780,000		\$22,780,000.00
Operations & Maintenance	\$2,004,334.39	0.55%	\$4,823,995.47	\$2,123,130.94	\$2,400,000		\$2,400,000.00
Transportation	\$1,204,398.24	0.00%	\$0.00	\$1,275,782.71	\$1,500,000		\$1,500,000.00
Working Cash	\$0.00	0.00%	\$0.00	\$0.00			\$0.00
Municipal Retirement	\$467,378.42			\$495,079.86	\$320,000		\$320,000.00
Social Security	\$287,617.49			\$304,664.53	\$200,000		\$200,000.00
Fire Prevention & Safety *	\$0.00	0.00%	\$0.00	\$0.00			\$0.00
Tort Immunity	\$0.00			\$0.00			\$0.00
Special Education	\$0.00	0.00%	\$0.00	\$0.00			\$0.00
Leasing	\$0.00	0.00%	\$0.00	\$0.00			\$0.00
	\$0.00	0.00%	\$0.00	\$0.00			\$0.00

66

Capped Extension/Levy **\$25,166,530.47**      **\$35,522,148.48**      **\$26,658,146.31**      **\$27,200,000.00**      Capped Levy **\$27,200,000.00**      **8.08%**      **YES**

Levy in excess of estimated extension: **\$541,853.69**

SEDOL IMRF **\$44,940.23**

SEDOL IMRF **\$72,965.00**

**\$72,965.00**

Bond and Interest: **\$332,557.72**

Bond and Interest: **\$333,489.38**

**\$333,489.38**      **0.28%**

Total Extension/Levy **\$25,544,028.42**

Total Levy **\$27,606,454.38**      **8.07%**

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

NOTICE OF PROPOSED PROPERTY TAX INCREASE FOR LINCOLNSHIRE-PRAIRIE  
VIEW SCHOOL DISTRICT NO. 103, LAKE COUNTY, ILLINOIS

I. A public hearing to approve a proposed property tax levy increase for Lincolnshire-Prairie View School District No. 103, Lake County, Illinois for 2013 will be held on Tuesday, November 12, 2013 at 7:00 p.m. in the library of Daniel Wright Junior High School, 1370 N. Riverwoods Road, Lincolnshire, Illinois.

Any person desiring to appear at the public hearing and present testimony to the School District may contact Dan Stanley, Assistant Superintendent for Business, Lincolnshire-Prairie View School District No. 103, 1370 N. Riverwoods Road, Lincolnshire, Illinois, 847-295-4030.

II. The corporate and special purpose property taxes extended or abated for 2012 were \$25,211,470.70

The proposed corporate and special purpose property taxes to be levied for 2013 are \$27,272,965.00. This represents a 8.18% increase over the previous year.

III. The property taxes extended for debt service and public building commission leases for 2012 were \$332,557.72.

The estimated property taxes to be levied for debt service and public building commission leases for 2013 are \$332,355.51. This represents a 0.061% decrease over the previous year.

IV. The total property taxes extended or abated for 2012 were \$25,544,028.42.

The estimated total property taxes to be levied for 2013 are \$27,605,320.51. This represents an 8.07% increase over the previous year.

---

NOTE FOR PUBLICATION:

Size --- Not less than 1/8 of page in size

Type --- Smallest type used shall be twelve points (12 pt.)

Border --- Enclosed in a black border no less than ¼ inch wide

Location --- Shall not be placed in that portion of the newspaper where legal notices and classified advertisements appear.

Other --- Notice may not include any information not specified and required by 35 ILCS 200/18-80.

**RESOLUTION TO ADOPT TAX LEVY FOR 2013**

The Board of Education of Lincolnshire-Prairie View School District No. 103, County of Lake, State of Illinois has ascertained and determined and we hereby certify that we require:

- the sum of 22,780,000 dollars to be levied as a special tax for educational purposes; and
- the sum of 2,400,000 dollars to be levied as a special tax for operations and maintenance purposes; and
- the sum of 1,500,000 dollars to be levied as a special tax for transportation purposes; and
- the sum of 320,000 dollars to be levied as a special tax for municipal retirement purposes; and
- the sum of 200,000 dollars to be levied as a special tax for social security purposes; and
- the sum of 72,965 dollars to be levied as a special tax for SEDOL municipal retirement purposes on the taxable property of our school district for the year 2013.

THEREFORE, BE IT RESOLVED that such amounts shall be certified and returned to the County Clerk of Lake County on or before the last Tuesday in December, 2013; that the President and Secretary of this Board certify the tax levy in the form and manner as prescribed and stated on the attached Certificate of Tax Levy.

\_\_\_\_\_ moved to adopt of the resolution as read, and  
\_\_\_\_\_ seconded the motion. The roll call vote was:

\_\_\_\_\_ AYES                  \_\_\_\_\_ NAYS

The motion having received a majority of the votes cast, the president thereupon declared the motion carried and the resolution adopted.

WE FURTHER CERTIFY that this is a true and correct copy as approved by the Board of Education, Lincolnshire-Prairie View School District No. 103, County of Lake, State of Illinois at a duly held meeting on November 12, 2013.

Signed this 12<sup>th</sup> day of November, 2013, A.D.

APPROVED .....

\_\_\_\_\_  
President, Board of Education,  
Lincolnshire-Prairie View School District No. 103,  
Lake County, Illinois

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                          ) SS  
COUNTY OF LAKE         )

**CERTIFICATION OF RESOLUTION**

I, the undersigned, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education (the "School Board") of Lincolnshire-Prairie View School District No. 103, Lake County, Illinois (the "District"), and that as such official I am the keeper of the records and files of the School Board.

I DO FURTHER CERTIFY that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the School Board held on the 12th day of November, 2013, insofar as the same relates to adoption of a resolution entitled:

**RESOLUTION TO ADOPT TAX LEVY FOR 2013**

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

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

IN WITNESS WHEREOF, I hereunto affix my official signature this 12th day of November, 2013.

\_\_\_\_\_  
Secretary, Board of Education

**RESOLUTION TO LEVY CERTAIN SPECIAL TAXES**  
**FOR SPECIAL EDUCATION DISTRICT IMRF PURPOSES**

WHEREAS, the Board of Education is authorized by Section 7-171 of the Pension Code to levy, by proper resolution, an annual tax for Illinois Municipal Retirement purposes; and

WHEREAS, the Board of Education is authorized by Public Act 90-511 to levy, by proper resolution, an annual tax for Illinois Municipal Retirement purposes for its contribution to the Special Education District of Lake County (SEDOL); and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION, Lincolnshire-Prairie View School District No. 103, Lake County, State of Illinois, as follows:

**Section 1:** For the ensuing year, the County Clerk of Lake County hereby is authorized and directed to extend the following special taxes on behalf of this School District: the sum of \$72,965 to be levied as a special tax for its contribution to Special Education District of Lake County for its employees for Illinois Municipal Retirement purposes.

**Section 2:** This Resolution shall be in full force and effect upon its adoption.

Adopted this 12<sup>th</sup> day of November, 2013.

\_\_\_\_\_  
President, Board of Education,  
Lincolnshire-Prairie View School District No. 103,  
Lake County, Illinois

ATTEST:

\_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                          ) SS  
COUNTY OF LAKE         )

**CERTIFICATION OF RESOLUTION**

I, the undersigned, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education (the "School Board") of Lincolnshire-Prairie View School District No. 103, Lake County, Illinois (the "District"), and that as such official I am the keeper of the records and files of the School Board.

I DO FURTHER CERTIFY that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the School Board held on the 12th day of November, 2013, insofar as the same relates to adoption of a resolution entitled:

**RESOLUTION TO LEVY CERTAIN SPECIAL TAXES FOR  
SPECIAL EDUCATION DISTRICT IMRF PURPOSES**

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

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

IN WITNESS WHEREOF, I hereunto affix my official signature this 12th day of November, 2013.

---

Secretary, Board of Education

STATE OF ILLINOIS }

COUNTY OF LAKE }

**TRUTH IN TAXATION**  
**CERTIFICATE OF COMPLIANCE**

I, the undersigned, do hereby certify that I am the president of the Board of Education of the Lincolnshire-Prairie View School District No. 103, Lake County, Illinois and as such president I certify that if the levy resolution, a copy of which is attached, provides for a levy that exceeds 105% of the previous year's extension, it was adopted pursuant to, and in all respects in compliance with the provisions of Section 18-60 through 18-85 of the "Truth In Taxation Law" or, in the alternative, the levy ordinance does not exceed 105% of the previous year's extension.

This certificate applies to the 2013 levy.

In witness whereof I have hereunto affixed my official signature at Lincolnshire, Illinois this 12<sup>th</sup> day of November, 2013, A.D.

\_\_\_\_\_  
President, Board of Education,  
Lincolnshire-Prairie View School District No. 103,  
Lake County, Illinois

# Bills Payable List

Printed: 10/10/2013 3:33 PM  
Lincolnshire-Prairie View SD #103

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
LAKE COUNTY REGIONAL OFFICE OF EDUCATION		ORPHANAGE TUITION	14	85,390.53	10-2310-392
				<u>\$85,390.53</u>	
			<b>Report Total</b>	<u><u>\$85,390.53</u></u>	



**Lincolnshire-Prairie View School District 103**

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

MEMO

**To:** Board of Education  
**From:** Dan Stanley  
**CC:** Dr. Scott Warren  
**Date:** October 15, 2013  
**Re:** Business Office Update

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Financial Reports

Included are the financial reports for August 2013. August 2013 revenues were \$923,241.80, bringing year to date revenues at \$1,531,768.48, 5.2% of the budgeted revenues. This is typical for August as tax receipts are received in September. Expenditures totaled \$3,426,730.64, bringing YTD expenditures to 19.7% of budget. At 16.7% through the fiscal year, the 19.7% is due to annual lease payments and paying for the summer capital projects. Salaries and Benefits (72% of the budget) are 14.5% expended.

Total fund balances decreased \$2.5 million to \$15.7 million. This is the month-end result of spending \$3.4 million and receiving \$900 thousand. September will have an increase in fund balances as property tax receipts are received. October will likely see a decrease in fund balances as the summer projects are paid more and revenues slow down.

Audit

The draft audits were reviewed and we are awaiting the final audit reports. The final reports will need to be approved by the Board, likely at the November 12<sup>th</sup> meeting.

Safety Goggles

Parents of 7<sup>th</sup> and 8<sup>th</sup> graders who paid \$16 for safety goggles will receive a \$9 refund within the month. The final price for the goggle came in far lower than expected.

September Donations

For the month of September, 2013, the district did not receive any donations and therefore the item was not included for action.

# Revenue Report

8/31/2013

% of Fiscal Year Completed **16.7%**

MTD August	YTD Actual	Fiscal Year 2014 Adopted Budget	Budget Balance	% Budget Received
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## Education Fund

Local Revenue	640,716.59	915,170.77	23,358,300	22,443,129.23	3.9%
State Revenue	85,390.53	237,351.01	628,500	391,148.99	37.8%
Federal Revenue	24,688.37	24,823.13	221,900	197,076.87	11.2%
<b>Subtotal Education Fund</b>	<b>750,795.49</b>	<b>1,177,344.91</b>	<b>24,208,700</b>	<b>23,031,355.09</b>	<b>4.9%</b>
Total Education Fund	750,795.49	1,177,344.91	24,208,700	23,031,355.09	4.9%

## Operations & Maintenance Fund

Local Revenue	53,761.65	97,624.05	2,228,200	2,130,575.95	4.4%
State Revenue	53,094.38	53,094.38	370,000	316,905.62	14.3%
<b>Subtotal O &amp; M Fund</b>	<b>106,856.03</b>	<b>150,718.43</b>	<b>2,598,200</b>	<b>2,447,481.57</b>	<b>5.8%</b>
Transfers	-	-	1,970,370	1,970,370.00	0.0%
Total O&M Fund	106,856.03	150,718.43	4,568,570	4,417,851.57	3.3%

## Debt Service Fund

Local Revenue	8,916.48	10,931.67	166,000	155,068.33	6.6%
<b>Subtotal Debt Service Fund</b>	<b>8,916.48</b>	<b>10,931.67</b>	<b>166,000</b>	<b>155,068.33</b>	<b>6.6%</b>
Transfers	-	-	507,148	507,148.00	0.0%
Total Debt Service Fund	8,916.48	10,931.67	673,148	662,216.33	1.6%

## Transportation Fund

Local Revenue	35,209.56	42,532.25	1,503,300	1,460,767.75	2.8%
State Revenue	-	123,914.17	470,000	346,085.83	26.4%
<b>Subtotal Transportation Fund</b>	<b>35,209.56</b>	<b>166,446.42</b>	<b>1,973,300</b>	<b>1,806,853.58</b>	<b>8.4%</b>
Total Transportation Fund	35,209.56	166,446.42	1,973,300	1,806,853.58	8.4%

## Retirement Fund

Local Revenue	21,458.23	26,315.64	696,300	669,984.36	3.8%
<b>Subtotal Retirement Fund</b>	<b>21,458.23</b>	<b>26,315.64</b>	<b>696,300</b>	<b>669,984.36</b>	<b>3.8%</b>
Total Retirement Fund	21,458.23	26,315.64	696,300	669,984.36	3.8%

## Capital Projects Fund

Local Revenue	-	-	50,000	50,000.00	0.0%
<b>Subtotal Cap. Projects Fund</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>50,000.00</b>	<b>0.0%</b>
Transfers	-	-	2,320,000	2,320,000.00	0.0%
Total Cap. Projects Fund	-	-	2,370,000	2,370,000.00	0.0%

## Working Cash Fund

Local Revenue	6.01	11.41	-	(11.41) No Bud	
<b>Subtotal Working Cash Fund</b>	<b>6.01</b>	<b>11.41</b>	<b>-</b>	<b>(11.41) No Bud</b>	
Total Working Cash Fund	6.01	11.41	-	(11.41) No Bud	

## All Funds

Local Revenue	760,068.52	1,092,585.79	28,002,100	26,909,514.21	3.9%
State Revenue	138,484.91	414,359.56	1,468,500	1,054,140.44	28.2%
Federal Revenue	24,688.37	24,823.13	221,900	197,076.87	11.2%
<b>Subtotal All Funds</b>	<b>923,241.80</b>	<b>1,531,768.48</b>	<b>29,692,500</b>	<b>28,160,731.52</b>	<b>5.2%</b>
"On Behalf"/Transfers	-	-	4,797,518	4,797,518.00	0.0%
Total All Funds	923,241.80	1,531,768.48	34,490,018	32,958,249.52	4.4%

# Expenditure Report

8/31/2013

% of Fiscal Year Complete: 16.7%

	MTD August	YTD Actual	Fiscal Year 2014 Adopted Budget	Budget Balance	% Budget Expensed
<b>Education Fund</b>					
Salaries	1,155,155.28	2,338,252.40	15,975,500.00	13,637,247.60	14.6%
Benefits	227,675.50	474,174.81	3,132,800.00	2,658,625.19	15.1%
Purchased Services	55,896.30	547,483.38	1,390,400.00	842,916.62	39.4%
Supplies	128,864.46	197,362.92	1,315,400.00	1,118,037.08	15.0%
Capital Outlay	-	-	19,000.00	19,000.00	0.0%
Other	27,766.78	40,015.78	920,000.00	879,984.22	4.3%
Non-Capitalized Equipment	4,475.10	4,475.10	180,300.00	175,824.90	2.5%
Termination Benefits	-	-	98,800.00	98,800.00	0.0%
<b>Subtotal Education Fund</b>	<b>1,599,833.42</b>	<b>3,601,764.39</b>	<b>23,032,200.00</b>	<b>19,430,435.61</b>	<b>15.6%</b>
Transfers	-	-	1,655,128.00	1,655,128.00	0.0%
Total Education Fund	1,599,833.42	3,601,764.39	24,687,328.00	21,085,563.61	14.6%
<b>Operations and Maintenance Fund</b>					
Salaries	85,732.77	163,957.69	864,700.00	700,742.31	19.0%
Benefits	12,693.40	24,909.87	179,200.00	154,290.13	13.9%
Purchased Services	22,747.01	34,459.37	310,400.00	275,940.63	11.1%
Supplies	14,437.80	22,757.65	118,500.00	95,742.35	19.2%
Capital Outlay	263,436.37	265,236.37	623,000.00	357,763.63	42.6%
Other	-	-	500.00	500.00	0.0%
Non-Capitalized Equipment	3,327.30	3,327.30	1,000.00	(2,327.30)	332.7%
<b>Subtotal O&amp;M Fund</b>	<b>402,374.65</b>	<b>514,648.25</b>	<b>2,096,800.00</b>	<b>1,582,151.75</b>	<b>24.5%</b>
Transfers	-	-	2,542,020.00	2,542,020.00	0.0%
Total O&M Fund	402,374.65	514,648.25	4,638,820.00	4,124,171.75	11.1%
<b>Debt Service Fund</b>					
Purchased Services	400.00	400.00	1,200.00	800.00	33.3%
Other	81,935.30	106,610.04	670,300.00	563,689.96	15.9%
<b>Subtotal Debt Service Fund</b>	<b>82,335.30</b>	<b>107,010.04</b>	<b>671,500.00</b>	<b>564,489.96</b>	<b>15.9%</b>
Transfers	-	-	270.00	270.00	0.0%
Total Debt Service Fund	82,335.30	107,010.04	671,770.00	564,759.96	15.9%
<b>Transportation Fund</b>					
Salaries	54,091.19	77,745.97	924,300.00	846,554.03	8.4%
Benefits	24,862.48	50,604.78	304,600.00	253,995.22	16.6%
Purchased Services	38,662.34	269,240.89	477,300.00	208,059.11	56.4%
Supplies	7,433.84	24,411.70	159,000.00	134,588.30	15.4%
Other	36.00	44.00	300.00	256.00	14.7%
Non-Capitalized Equipment	-	-	5,000.00	5,000.00	0.0%
<b>Subtotal Trans. Fund</b>	<b>125,085.85</b>	<b>422,047.34</b>	<b>1,870,500.00</b>	<b>1,448,452.66</b>	<b>22.6%</b>
Transfers	-	-	600,000.00	600,000.00	0.0%
Total Trans. Fund	125,085.85	422,047.34	2,470,500.00	2,048,452.66	17.1%
<b>Retirement Fund</b>					
Benefits	79,457.27	132,852.14	1,071,700.00	938,847.86	12.4%
<b>Subtotal Retirement Fund</b>	<b>79,457.27</b>	<b>132,852.14</b>	<b>1,071,700.00</b>	<b>938,847.86</b>	<b>12.4%</b>
Total Retirement Fund	79,457.27	132,852.14	1,071,700.00	938,847.86	12.4%
<b>Capital Projects Fund</b>					
Capital Outlay	1,137,644.15	1,359,795.79	2,370,000.00	1,010,204.21	57.4%
<b>Subtotal Cap. Projects Fund</b>	<b>1,137,644.15</b>	<b>1,359,795.79</b>	<b>2,370,000.00</b>	<b>1,010,204.21</b>	<b>57.4%</b>
Total Cap. Projects Fund	1,137,644.15	1,359,795.79	2,370,000.00	1,010,204.21	57.4%
<b>All Funds</b>					
Salaries	1,294,979.24	2,579,956.06	17,764,500.00	15,184,543.94	14.5%
Benefits	344,688.65	682,541.60	4,688,300.00	4,005,758.40	14.6%
Purchased Services	117,705.65	851,583.64	2,179,300.00	1,327,716.36	39.1%
Supplies	150,736.10	244,532.27	1,592,900.00	1,348,367.73	15.4%
Capital Outlay	1,401,080.52	1,625,032.16	3,012,000.00	1,386,967.84	54.0%
Other	109,738.08	146,669.82	1,591,100.00	1,444,430.18	9.2%
Non-Capitalized Equipment	7,802.40	7,802.40	186,300.00	178,497.60	4.2%
Termination Benefits	-	-	98,800.00	98,800.00	0.0%
<b>Subtotal All Funds</b>	<b>3,426,730.64</b>	<b>6,138,117.95</b>	<b>31,113,200.00</b>	<b>24,975,082.05</b>	<b>19.7%</b>
Transfers	-	-	4,797,418.00	4,797,418.00	0.0%
Total All Funds	3,426,730.64	6,138,117.95	35,910,618.00	29,772,500.05	17.1%



**LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103**  
**DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**ALL FUNDS**  
**MONTH ENDED AUGUST 31, 2013**

	10	20	30	40	50	60	70	10+20+40+50+70	
	Education	Oper. & Maint.	Debt Services	Transportation	IMRF/SS	Capital Projects	Working Cash	Total Operating	Total All Funds
Transportation - Regular	-	-	-	-	-	-	-	-	-
Transportation - Spec. Ed.	-	-	-	-	-	-	-	-	-
Orphanage Tuition	85,390.53	-	-	-	-	-	-	85,390.53	85,390.53
Library Per Capital Grant	-	-	-	-	-	-	-	-	-
Other State Revenue	-	22,682.40	-	-	-	-	-	22,682.40	22,682.40
<b>Total State Sources</b>	<b>85,390.53</b>	<b>53,094.38</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>138,484.91</b>	<b>138,484.91</b>
<b>Federal Sources</b>									
Special Milk Program	-	-	-	-	-	-	-	-	-
Title I - Low Income	4,200.00	-	-	-	-	-	-	4,200.00	4,200.00
IDEA Preschool	-	-	-	-	-	-	-	-	-
IDEA Flow Through	2,255.62	-	-	-	-	-	-	2,255.62	2,255.62
IDEA Room & Board	-	-	-	-	-	-	-	-	-
Title II - Teacher Quality	13,576.00	-	-	-	-	-	-	13,576.00	13,576.00
Medicaid Reimbursement	4,656.75	-	-	-	-	-	-	4,656.75	4,656.75
<b>Total Federal Sources</b>	<b>24,688.37</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,688.37</b>	<b>24,688.37</b>
<b>Total Revenues</b>	<b>750,795.49</b>	<b>106,856.03</b>	<b>8,916.48</b>	<b>35,209.56</b>	<b>21,458.23</b>	<b>-</b>	<b>6.01</b>	<b>914,325.32</b>	<b>923,241.80</b>
<b>EXPENDITURES</b>									
<b>Salaries</b>									
Admin Salaries	112,943.05	8,778.59	-	8,799.98	-	-	-	130,521.62	130,521.62
Teacher Salaries	911,508.24	-	-	-	-	-	-	911,508.24	911,508.24
Extra Duty Stipends	37,790.89	-	-	-	-	-	-	37,790.89	37,790.89
Classified Salaries	92,708.10	76,954.18	-	45,291.21	-	-	-	214,953.49	214,953.49
Substitutes	205.00	-	-	-	-	-	-	205.00	205.00
<b>Total Salaries</b>	<b>1,155,155.28</b>	<b>85,732.77</b>	<b>-</b>	<b>54,091.19</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,294,979.24</b>	<b>1,294,979.24</b>
<b>Benefits</b>									
Transp. IMRF/SS/Medicare	-	-	-	2,277.46	-	-	-	2,277.46	2,277.46
TRS	29,540.42	-	-	-	-	-	-	29,540.42	29,540.42
IMRF	-	-	-	-	47,628.24	-	-	47,628.24	47,628.24
Social Security	-	-	-	-	17,042.55	-	-	17,042.55	17,042.55
Medicare	-	-	-	-	14,786.48	-	-	14,786.48	14,786.48
Medical Insurance	194,712.70	12,624.55	-	22,227.23	-	-	-	229,564.48	229,564.48
Life Insurance	3,422.38	68.85	-	357.79	-	-	-	3,849.02	3,849.02
Retiree Insurance	-	-	-	-	-	-	-	-	-
Tuition Reimbursement	-	-	-	-	-	-	-	-	-
<b>Total Benefits</b>	<b>227,675.50</b>	<b>12,693.40</b>	<b>-</b>	<b>24,862.48</b>	<b>79,457.27</b>	<b>-</b>	<b>-</b>	<b>344,688.65</b>	<b>344,688.65</b>
<b>Purchased Services</b>									
Professional Development	1,689.64	-	-	48.00	-	-	-	1,737.64	1,737.64
Consultation/Workshops	11,522.56	-	-	-	-	-	-	11,522.56	11,522.56
Data Processing	806.56	-	-	-	-	-	-	806.56	806.56
Auditing Services	168.75	-	-	-	-	-	-	168.75	168.75

**LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103**  
**DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**ALL FUNDS**  
**MONTH ENDED AUGUST 31, 2013**

	10	20	30	40	50	60	70	10+20+40+50+70	Total All Funds
	Education	Oper. & Maint.	Debt Services	Transportation	IMRF/SS	Capital Projects	Working Cash	Total Operating	
Legal Services	9,042.43	-	-	-	-	-	-	9,042.43	9,042.43
Other Professional Services	140.00	1,013.14	400.00	4,276.88	-	-	-	5,430.02	5,830.02
Sanitation Services	3,052.66	-	-	-	-	-	-	3,052.66	3,052.66
Snow Removal	-	-	-	-	-	-	-	-	-
Rentals	-	-	-	16,335.00	-	-	-	16,335.00	16,335.00
Property Upkeep Services	-	21,521.57	-	16,066.98	-	-	-	37,588.55	37,588.55
Pupil Transportation Services	-	-	-	1,791.00	-	-	-	1,791.00	1,791.00
Travel	250.00	-	-	-	-	-	-	250.00	250.00
Student-Paid Trips	-	-	-	-	-	-	-	-	-
Telephone	452.21	212.30	-	45.48	-	-	-	709.99	709.99
Postage	4,357.72	-	-	-	-	-	-	4,357.72	4,357.72
Printing Services	509.89	-	-	-	-	-	-	509.89	509.89
Water/Sewer Services	1,978.81	-	-	-	-	-	-	1,978.81	1,978.81
Other Insurance	198.00	-	-	-	-	-	-	198.00	198.00
Other Purchased Services	325.00	-	-	99.00	-	-	-	424.00	424.00
Service Agreements	21,402.07	-	-	-	-	-	-	21,402.07	21,402.07
Total Purchased Services	55,896.30	22,747.01	400.00	38,662.34	-	-	-	117,305.65	117,705.65
Supplies									
General Supplies	29,069.77	14,182.50	-	475.98	-	-	-	43,728.25	43,728.25
79 Art Supplies	-	-	-	-	-	-	-	-	-
Paper Supplies	-	-	-	-	-	-	-	-	-
Spanish Supplies	-	-	-	-	-	-	-	-	-
Student-Paid Supplies	7,255.16	-	-	-	-	-	-	7,255.16	7,255.16
Science Supplies	29.00	-	-	-	-	-	-	29.00	29.00
Social Studies Supplies	-	-	-	-	-	-	-	-	-
English Language Arts Supplies	-	-	-	-	-	-	-	-	-
Math Supplies	-	-	-	-	-	-	-	-	-
Supplies - Other	429.60	-	-	-	-	-	-	429.60	429.60
Textbooks	59,028.73	-	-	-	-	-	-	59,028.73	59,028.73
Library Books	1,196.38	-	-	-	-	-	-	1,196.38	1,196.38
Periodicals	4,018.33	-	-	-	-	-	-	4,018.33	4,018.33
Fuel	-	255.30	-	6,715.54	-	-	-	6,970.84	6,970.84
Natural Gas	1,303.40	-	-	-	-	-	-	1,303.40	1,303.40
Electricity	25,864.86	-	-	-	-	-	-	25,864.86	25,864.86
Other Supplies	669.23	-	-	242.32	-	-	-	911.55	911.55
Total Supplies	128,864.46	14,437.80	-	7,433.84	-	-	-	150,736.10	150,736.10
Capital Outlay									
Capital Outlay	-	263,436.37	-	-	-	-	-	263,436.37	263,436.37
Building Improvements	-	-	-	-	-	797,205.03	-	-	797,205.03
Site Improvements	-	-	-	-	-	340,439.12	-	-	340,439.12
Total Capital Outlay	-	263,436.37	-	-	-	1,137,644.15	-	263,436.37	1,401,080.52

**LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103**  
**DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**ALL FUNDS**  
**MONTH ENDED AUGUST 31, 2013**

	10	20	30	40	50	60	70	10+20+40+50+70	
	Education	Oper. & Maint.	Debt Services	Transportation	IMRF/SS	Capital Projects	Working Cash	Total Operating	Total All Funds
Other									
Principal	-	-	81,935.30	-	-	-	-	-	81,935.30
Interest	-	-	-	-	-	-	-	-	-
Dues and Fees	2,999.00	-	-	36.00	-	-	-	3,035.00	3,035.00
Tuition	24,767.78	-	-	-	-	-	-	24,767.78	24,767.78
Miscellaneous Objects	-	-	-	-	-	-	-	-	-
Total Other	27,766.78	-	81,935.30	36.00	-	-	-	27,802.78	109,738.08
Total Non-Capitalized Equipment	4,475.10	3,327.30	-	-	-	-	-	7,802.40	7,802.40
Total Termination Benefits	-	-	-	-	-	-	-	-	-
Total Expenditures	1,599,833.42	402,374.65	82,335.30	125,085.85	79,457.27	1,137,644.15	-	2,206,751.19	3,426,730.64
Excess (deficiency) of revenues over expenditures	(849,037.93)	(295,518.62)	(73,418.82)	(89,876.29)	(57,999.04)	(1,137,644.15)	6.01	(1,292,425.87)	(2,503,488.84)
<b>OTHER FINANCING SOURCES (USES)</b>									
Transfers	-	-	-	-	-	-	-	-	-
State "On Behalf" Payments	-	-	-	-	-	-	-	-	-
<del>Total</del> other financing sources (uses)	-	-	-	-	-	-	-	-	-
Net changes in fund balances	(849,037.93)	(295,518.62)	(73,418.82)	(89,876.29)	(57,999.04)	(1,137,644.15)	6.01	(1,292,425.87)	(2,503,488.84)
Fund Balance: 6/30/2013	13,858,364.43	1,202,327.17	199,247.98	1,596,747.85	1,017,051.06	(222,151.64)	520,339.67	18,194,830.18	18,171,926.52
Fund Balance: 7/31/2013	\$ 13,009,326.50	\$ 906,808.55	\$ 125,829.16	\$ 1,506,871.56	\$ 959,052.02	\$ (1,359,795.79)	\$ 520,345.68	\$ 16,902,404.31	\$ 15,668,437.68

**LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103**  
SUMMARY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
ALL FUNDS  
MONTH ENDED AUGUST 31, 2013

	10 Education	20 Oper. & Maint.	30 Debt Services	40 Transportation	50 IMRF/SS	60 Capital Projects	70 Working Cash	10+20+40+50+70 Total Operating	Total All Funds
<b>REVENUES</b>									
Local Sources	640,716.59	53,761.65	8,916.48	35,209.56	21,458.23	-	6.01	751,152.04	760,068.52
State Sources	85,390.53	53,094.38	-	-	-	-	-	138,484.91	138,484.91
Federal Sources	24,688.37	-	-	-	-	-	-	24,688.37	24,688.37
<b>Total Revenues</b>	<b>750,795.49</b>	<b>106,856.03</b>	<b>8,916.48</b>	<b>35,209.56</b>	<b>21,458.23</b>	<b>-</b>	<b>6.01</b>	<b>914,325.32</b>	<b>923,241.80</b>
<b>EXPENDITURES</b>									
Salaries	1,155,155.28	85,732.77	-	54,091.19	-	-	-	1,294,979.24	1,294,979.24
Benefits	227,675.50	12,693.40	-	24,862.48	79,457.27	-	-	344,688.65	344,688.65
Purchased Services	55,896.30	22,747.01	400.00	38,662.34	-	-	-	117,305.65	117,705.65
Supplies	128,864.46	14,437.80	-	7,433.84	-	-	-	150,736.10	150,736.10
Capital Outlay	-	263,436.37	-	-	-	1,137,644.15	-	263,436.37	1,401,080.52
Other	27,766.78	-	81,935.30	36.00	-	-	-	27,802.78	109,738.08
Non-Capitalized Equip.	4,475.10	3,327.30	-	-	-	-	-	7,802.40	7,802.40
Termination Benefits	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>1,599,833.42</b>	<b>402,374.65</b>	<b>82,335.30</b>	<b>125,085.85</b>	<b>79,457.27</b>	<b>1,137,644.15</b>	<b>-</b>	<b>2,206,751.19</b>	<b>3,426,730.64</b>
Excess (deficiency) of revenues over expenditures	(849,037.93)	(295,518.62)	(73,418.82)	(89,876.29)	(57,999.04)	(1,137,644.15)	6.01	(1,292,425.87)	(2,503,488.84)
<b>OTHER FINANCING SOURCES (USES)</b>									
Transfers	-	-	-	-	-	-	-	-	-
State "On Behalf" Payments	-	-	-	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net changes in fund balances	(849,037.93)	(295,518.62)	(73,418.82)	(89,876.29)	(57,999.04)	(1,137,644.15)	6.01	(1,292,425.87)	(2,503,488.84)
Fund Balance: 6/30/2013	13,858,364.43	1,202,327.17	199,247.98	1,596,747.85	1,017,051.06	(222,151.64)	520,339.67	18,194,830.18	18,171,926.52
Fund Balance: 7/31/2013	\$ 13,009,326.50	\$ 906,808.55	\$ 125,829.16	\$ 1,506,871.56	\$ 959,052.02	\$ (1,359,795.79)	\$ 520,345.68	\$ 16,902,404.31	\$ 15,668,437.68

**LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103**  
STATEMENT OF FINANCIAL POSITION  
ALL FUNDS  
AUGUST 31, 2013

	10 Education	20 Oper. & Maint.	30 Debt Services	40 Transportation	50 IMRF/SS	60 Capital Projects	70 Working Cash	Total Operating	Total All Funds
<b>ASSETS</b>									
US Bank - AP	2,799,235.00	12,981.08	114,897.49	1,530.87	807.97	(1,359,795.79)	-	2,814,554.92	1,569,656.62
US Bank - Payroll	1,996.35	569.83	-	301.23	-	-	-	2,867.41	2,867.41
US Bank - RevTrak	154,842.27	-	-	-	-	-	-	154,842.27	154,842.27
PMA - LIQ	812,886.39	-	-	-	-	-	-	812,886.39	812,886.39
PMA - MAX	1,522,772.33	626,241.47	10,931.67	601,877.24	325,706.57	-	171,567.17	3,248,164.78	3,259,096.45
PMA - Fixed Rate Investments	7,570,203.56	267,016.17	-	903,162.22	632,537.48	-	348,778.51	9,721,697.94	9,721,697.94
IIIT	19,350.90	-	-	-	-	-	-	19,350.90	19,350.90
Bank Financial	88,774.41	-	-	-	-	-	-	88,774.41	88,774.41
Imprest Fund	44,500.00	-	-	-	-	-	-	44,500.00	44,500.00
Petty Cash	500.00	-	-	-	-	-	-	500.00	500.00
<b>TOTAL ASSETS</b>	<b>13,015,061.21</b>	<b>906,808.55</b>	<b>125,829.16</b>	<b>1,506,871.56</b>	<b>959,052.02</b>	<b>(1,359,795.79)</b>	<b>520,345.68</b>	<b>16,908,139.02</b>	<b>15,674,172.39</b>
<b>LIABILITIES &amp; FUND BALANCE</b>									
<b>LIABILITIES</b>									
Accounts Payable	10,207.00	-	-	-	-	-	-	10,207.00	10,207.00
Dental Insurance Payable	(6,714.12)	-	-	-	-	-	-	(6,714.12)	(6,714.12)
Flex Spending Account Payable	(971.17)	-	-	-	-	-	-	(971.17)	(971.17)
Early Check Void Adjustment	3,213.00	-	-	-	-	-	-	3,213.00	3,213.00
Total Liabilities	5,734.71	-	-	-	-	-	-	5,734.71	5,734.71
<b>FUND BALANCE</b>									
Fund Balance	13,009,326.50	906,808.55	125,829.16	1,506,871.56	959,052.02	(1,359,795.79)	520,345.68	16,902,404.31	15,668,437.68
Total Fund Balance	13,009,326.50	906,808.55	125,829.16	1,506,871.56	959,052.02	(1,359,795.79)	520,345.68	16,902,404.31	15,668,437.68
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>13,015,061.21</b>	<b>906,808.55</b>	<b>125,829.16</b>	<b>1,506,871.56</b>	<b>959,052.02</b>	<b>(1,359,795.79)</b>	<b>520,345.68</b>	<b>16,908,139.02</b>	<b>15,674,172.39</b>

**ACTIVITY FUND  
AUGUST 31, 2013**

<u>Account</u>	<u>Beg. Balance</u> <u>August 1, 2013</u>	<u>Current Month</u> <u>Inflow</u>	<u>Current Month</u> <u>Outflow</u>	<u>End. Balance</u> <u>August 31,</u> <u>2013</u>
Bank Interest	123.63	6.93	-	130.56
District Convenience Acct	124.63	-	-	124.63
DW Convenience Acct	1,459.38	-	-	1,459.38
DW-NJHS	2,373.46	-	(217.23)	2,156.23
DW-Scholarship	1,810.63	-	-	1,810.63
DW-Student Council	7,656.61	-	-	7,656.61
DW-Yearbook	40,040.04	28.00	-	40,068.04
HD Convenience Acct	85.44	-	-	85.44
HD-Student Council	2,861.84	-	-	2,861.84
HD-Yearbook	16,662.86	-	-	16,662.86
SP Convenience Acct	31.15	-	-	31.15
SP-Yearbook	<u>8,266.20</u>	<u>259.80</u>	<u>-</u>	<u>8,526.00</u>
<b>TOTALS</b>	81,495.87	294.73	(217.23)	<b>81,573.37</b>



Lincolnshire – Prairie View School District 103  
1370 RIVERWOODS ROAD  
LINCOLNSHIRE, IL 60069  
847.295.4030  
(Fax) 847.295.9196

## **Memo**

**To:** Board of Education  
**From:** Scott Gaunky  
**CC:** Dr. Scott Warren  
**Date:** October 10, 2013  
**Re:** Facilities Update

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### **DANIEL WRIGHT JUNIOR HIGH SCHOOL**

- Copenhaver Construction has decided not to return for completion of punch list items. Retention money that was withheld until completion of all work will be used. We worked with the design engineer to secure a contractor to complete this. They will be completed, weather permitting, the week of October 14.
- The heavy rains that hit the area on October 5, caused the floor drains and some storm sewers to backup. There was no raw sewage but the boys P.E. locker room office was flooded and we had to remove the carpeting. The adhesive under this carpet was covering the adhesive that held down asbestos floor tile. Remediation will need to be done over the Columbus Day weekend. There was also damage to the artificial turf surface in the courtyard next to the library. We have contacted our insurance company to file a claim.
- Work on the security system continues at this facility.

### **HALF DAY**

- Work on the security system continues at this facility.

## LAURA SPRAGUE

- The playground project is at punch list and there will be a G-Max test on the playground surface to verify fall height requirements.
- The security system installation continues at this facility. All the doors have been moved to the new system and the proximity cards are functioning. The remainder of the systems will be completed by the end of this week.

## DISTRICT

- The Architectural interviews have been completed. The field has been narrowed to three out of sixteen proposals. On October 9, we toured building projects for the final three candidates and spoke with references. Additional reference checks need to be completed before a final decision is made.
- On September 26, the District had its annual Life Safety Inspection performed by the Regional Office of Education. There were zero deficiencies identified across all three of our facilities.
- We received notification from the IEPA that we will be receiving an additional \$32,000 reimbursement for the removal of the abandoned fuel storage tanks at Half Day.

**LINCOLNSHIRE - PRAIRIE VIEW SCHOOL DISTRICT 103**

**ENROLLMENT REPORT**

**September 30, 2013**

<b>Grade</b>	<b>June 2013 Enrollment</b>	<b>Current Enrollment</b>	<b>No. of Academic Classes</b>	<b>Average Class Size</b>	<b>Lowest Class Size</b>	<b>Highest Class Size</b>	<b>Kasarda Report 2013-2014 "B" Projection</b>	<b>Kasarda Report 2013-2014 "C" Projection</b>
Early Childhood	18	23	2 am/pm	10.00	8	12		
K (AM)	22	18	1	18.00				
K (PM)	21	18	1	18.00				
K (Full Day)	100	100	5	20.00	20	20	132	141
1	155	166	8	20.75	18	21	153	166
2	156	167	8	20.88	19	20	164	173
3	172	166	8	20.75	21	22	180	190
4	182	191	8	23.87	22	24	178	188
5	188	186	8	23.25	23	24	192	202
6	208	199	8	24.87	24	27	195	205
7	203	213	9	23.67	13	27	205	215
8	205	216	9	24.00	18	27	205	214
Sprague Total	472	492						
Half Day Total	354	357						
Daniel Wright Total	804	814						
<b>SUBTOTAL</b>	<b>1,630</b>	<b>1,663</b>					<b>1,604</b>	<b>1,694</b>
Special Ed Out of District:								
SEDOL/Public	1	1						
Consortium Placements	4	3						
Private Placements	3	2						
IAES								
<b>CURRENT TOTAL</b>	<b>1,638</b>	<b>1,669</b>						

**2013-2014  
LINCOLNSHIRE - PRAIRIE VIEW  
SCHOOL DISTRICT 103**

**MONTHLY ENROLLMENT**

<b><u>GRADE</u></b>	<b><u>6th Day</u></b>	<b><u>SEPT</u></b>	<b><u>OCT</u></b>	<b><u>NOV</u></b>	<b><u>DEC</u></b>	<b><u>JAN</u></b>	<b><u>FEB</u></b>	<b><u>MAR</u></b>	<b><u>APR</u></b>	<b><u>MAY</u></b>	<b><u>JUNE</u></b>
Early Childhood	20	23									
K - AM	19	18									
K - PM	19	18									
K- Full Day	100	100									
1	163	166									
2	165	167									
3	165	166									
4	189	191									
5	184	186									
6	199	199									
7	213	213									
8	215	216									
Sprague	486	492									
Half Day	354	357									
Daniel Wright	811	814									
<b>SUBTOTAL</b>	<b>1651</b>	<b>1,663</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Special Ed.	6	6									
<b>TOTAL</b>	<b>1657</b>	<b>1,669</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



Lincolnshire – Prairie View School District 103  
1370 RIVERWOODS ROAD  
LINCOLNSHIRE, IL 60069  
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Memo

**To:** Board of Education  
**From:** Katie Reynolds, Executive Director of Teaching and Learning  
Julie Postma, Director of Student Services  
Mark Westhoff, Director of Technology  
**CC:** Dr. Scott Warren  
**Date:** October 10, 2013  
**Re:** Executive Summary

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### **Curriculum & Instruction**

- MAP assessments were completed September 9<sup>th</sup>-20<sup>th</sup>. Students in grades 2-8 completed the Common Core aligned assessments in reading and math. Individual student reports will be mailed home in the coming weeks and an analysis of the scores will be presented to the Board in November.
- On Wednesday, October 8<sup>th</sup> all new certified staff attended a workshop that included a presentation on Understanding by Design, discussion of the book, “The Twelve Touchstones of Good Teaching,” and technology presentation by Simon Vasey. The Understanding by Design model stresses the importance of writing curricular units with the end in mind and making connections in the unit to the world outside of the classroom through the use of essential questions. This has been a standard training for all new staff for the last eight years. There will be two additional training days this school year for the new certified staff.
- TalentEd, the district’s new online program for managing the evaluation process was rolled out to staff in September. The principals and staff received training prior to the program going live on October 1, 2013.
- The 6-8 grade science teachers met with other consortium science teachers on October 10<sup>th</sup> and 11<sup>th</sup> to begin aligning our curriculum to the Next Generation Science Standards. The teachers will meet again in November and December.

- Laura Terrill, the world language consultant observed the new WL teachers in their classrooms on September 25<sup>th</sup>. Based on her observations she then facilitated a professional development workshop for them on September 26<sup>th</sup>.
- October 11<sup>th</sup> was a full day of professional learning and job-alike meetings for the certified staff of District 103. Activities included training on all of the new math programs, technology and the new evaluation rubrics.

## **Student Services**

- The SEDOL withdrawal process is moving forward. We are continuing to prepare the extensive documentation that is required by ISBE and that will be thoroughly reviewed by the Illinois State Advisory Council on the Education of Children with Disabilities (ISAC). Portions of that documentation will also be utilized in our presentation to the Regional Office of Education (ROE). Tentative timelines include presenting the ROE in January, 2014 and to ISAC in February, 2014. Discussions continue between SEDOL, District 125, District 96 and our District to attempt to facilitate a withdrawal agreement, which may alter the process and timelines.
- The October 11<sup>th</sup> professional development day was designed to tailor-meet the needs of many of the specialized staff. The morning provided an opportunity for each specialty group to meet and further explore and understand the evaluation rubrics that are specific to their specialized positions. These specialized rubrics are new this year. Specifically, they worked to more clearly define each component on which they will be evaluated. The rest of the day provided time for some of our special education teaching teams to meet, and also provided the opportunity for those who hold like positions (i.e. speech language pathologists, social workers etc) to work as job-alike teams. Many of these positions are a singleton within their buildings, and it is very beneficial for them to meet as teams.
- Our first pre-school screening of the year will be held on Wednesday, November 6<sup>th</sup>. Parents within the community who have concerns about their child's development can register their pre-school child for a screening. This child-find process is required by law and provides an important opportunity to begin early intervention. Research indicates that early intervention is very effective and can reduce the need for intervention later.

## **Technology**

- We have expanded the use of Google Apps for students to second grade. We are now using Google Apps for Education with all teachers and with students in grades 2-8.
- Chromebooks and iPads in the pilot classrooms at Half Day are now going home. At Sprague, where we are piloting the use of iPad-minis, the devices are kept at school; however, we are considering having the students take them home later this year sometime. Devices in the pilot classrooms at Daniel Wright are brought home by students.

- We have held a number of Google Apps workshops for staff. These workshops show teachers how to setup their Google Drive, which can be used to store and synchronize documents. We are also in the process of showing teachers how to use shared folders, so they can assess student work created via Google Apps.
- We continue to work on the website upgrade project. In response to feedback we have tweaked a few items on the tentative District front page, so information can be found more quickly. Kim Sylvan and I conference call on a weekly basis with the site developer.
- We met with a salesperson from Haiku Learning. Haiku is a learning management system (LMS) that is capable of housing and organizing documents online for teachers. Haiku is one of the LMSs we are looking at using for next year, and it is used by Stevenson High School. We are also looking at Edmodo and Canvas. It is possible that we will choose one LMS for the younger grades and one for the older grades.
- We installed a new web filter at Daniel Wright. This appliance will help us throttle inappropriate services and web applications. It can also be used to track usage and behavior, so we can monitor which sites and domains are being used by time of day.



**Lincolnshire-Prairie View**

**School District 103**

**Administration Offices**

1370 N. Riverwoods Road □ Lincolnshire, IL 60069

847/295-4030 □ FAX 847/295-9196

<http://www.d103.org>

**Scott H. Warren, Ed.D.**  
Superintendent

**Vicki Mattson**  
Director of Transportation

To: Lincolnshire-Prairie View School District 103 School Board

From: Vicki Mattson  
Director of Transportation

Date: October 10, 2013

Re: Transportation Guidelines

Our District 103 transportation department has gone through many changes over the last fifteen years. One of the changes was a decrease in the number of buses we used to transport our regular education students. This was due to financial challenges we faced a few years ago. We are currently operating eighteen regular route buses and seven special needs buses.

It is becoming increasingly difficult to keep our routes in a manageable timeframe unless we make some changes in our current practice. I believe that developing transportation guidelines will help us set boundaries of what to expect from the District 103 transportation department. I feel input from the community would guide us in creating those guidelines. One option to reduce the amount of time students ride the bus would be to add additional routes. This option is the most costly, yet would maintain our current level of pick up service while decreasing travel time for students. There are other options to explore that would not increase the number of routes, but would impact the level of service to our community. We will be sending a survey to our community to seek input for the following options that could be put in place to shorten bus route times:

**Develop Transportation Guidelines**

- Move most stops to corner stops (Except Kindergarten Only routes and students with an IEP that have transportation as a related service).
- Increase the walking distance to a stop, which would decrease the number of stops.
- Students would be expected to walk in residential areas along and across streets, with or without sidewalks.
- Restrict dual household stops

### **Increase walking distance to school**

Increase the walking distance to school, which is now zero. By increasing the walking distance to school to the allowable 1.5 miles, students who live less than 1.5 miles and do not have to travel along a hazardous route would need to pay for busing. This would have a minimal impact as there are very few students who fall into the non-hazardous route areas. This would mainly impact students attending Daniel Wright Junior High.

All students currently ride the bus to and from school without being charged a fee. The State of Illinois reimburses schools for hazard busing when children live less than 1.5 miles to school, but the route is determined to be unsafe for children walking and bicycling. Costs for hazard busing have increased 67% in seven years, and the number of students enrolled in hazard busing is increasing 1.2% per year. Illinois House Bill 3202, the Hazardous Busing Mitigation Act, would allow school districts to use a portion of their hazard busing reimbursement from the state to repair the hazards, allowing children to walk and bicycle and allowing the school to reduce busing costs.

### **Continue current routing practice**

Continue routing with guidelines that reflect the current time-frame.

We will send out a survey this winter to parents seeking input regarding these different possibilities. A report to the Board will be presented as to changes, if any, are recommended.

# Route Information

	Route		# Student	# Stops	Time			# Students	# Stops	Time
A.M. ROUTES	1	Daniel Wright	49	12	19	1	Sprague	47	37	45
	2	Daniel Wright	53	23	29	2	Sprague	40	20	41
	3	Daniel Wright	41	9	27	3	Sprague	47	33	45
	4	Daniel Wright	46	19	27	4	Sprague	42	28	32
	5	Daniel Wright	49	19	27	5	Sprague	40	29	36
	6	Daniel Wright	47	12	25	6	Sprague	51	26	43
	7	Daniel Wright	50	22	30	7	Sprague	50	36	39
	8	Daniel Wright	36	20	42	8	Sprague	37	26	33
	9	Daniel Wright	47	17	26	9	Sprague	37	29	47
	10	Daniel Wright	42	25	37	10	Sprague	56	34	37
	11	Daniel Wright	42	13	33	11	Half Day	45	23	24
	12	Daniel Wright	54	17	36	12	Half Day	44	19	33
	14	Daniel Wright	50	17	33	14	Half Day	56	27	43
	15	Daniel Wright	42	10	33	15	Half Day	44	23	43
	16	Daniel Wright	42	15	36	16	Half Day	48	33	42
	17	Daniel Wright	43	10	29	17	Half Day	46	30	39
	18	Daniel Wright	41	16	32	18	Half Day	51	31	45
	19	Daniel Wright	45	16	31	19	Half Day	33	24	36
	24	Daniel Wright	9	3	13	28	Sprague	11	11	23
	25	Daniel Wright	8	4	13					
27	Daniel Wright	6	3	25						
P.M. ROUTES	1	Daniel Wright	49	16	22		Sprague	44	36	45
	2	Daniel Wright	54	25	31		Sprague	40	18	39
	3	Daniel Wright	48	13	28		Sprague	46	31	43
	4	Daniel Wright	45	17	24		Sprague	40	29	29
	5	Daniel Wright	49	22	28		Sprague	53	40	41
	6	Daniel Wright	58	18	28		Sprague	48	26	47
	7	Daniel Wright	52	17	30		Sprague	48	31	37
	8	Daniel Wright	36	20	50		Sprague	42	27	47
	9	Daniel Wright	48	18	28		Sprague	36	29	34
	10	Daniel Wright	30	16	23		Sprague	62	41	51
	11	Daniel Wright	42	13	30		Half Day	53	29	45
	12	Daniel Wright	53	18	31		Half Day	44	18	39
	14	Daniel Wright	50	17	29		Half Day	54	31	43
	15	Daniel Wright	43	9	25		Half Day	46	25	29
	16	Daniel Wright	42	18	34		Half Day	46	32	41
	17	Daniel Wright	42	10	24		Half Day	47	31	47
	18	Daniel Wright	41	16	29		Half Day	52	32	34
19	Daniel Wright	51	18	32		Half Day	33	24	51	
24	Daniel Wright	9	2	13						

AM Daniel Wright times are bases to arrival at school  
 AM Sprague & Half Day times are base to arrival at school  
 PM Daniel Wright times are base to arrival at next school  
 PM Sprague & Half Day times are 3:29 (leave time) to arrival at base



## Lincolnshire-Prairie View School District 103

Memo

To: Board of Education  
From: Scott Warren  
Date: October 10, 2013  
Re: Superintendent Informational Report

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### FOIA requests

The District did not receive any FOIA requests this month.

### Retirement Announcement

I received a letter of intent to retire from Tom Stadler for the end of the 2017-2018 school year. His retirement will be in accordance with the 2013-2016 Master Contract with the Teacher's Association. Tom's letter is included for your review. We are proud of Tom for his hard work and dedication to District 103 and look forward to celebrating his retirement with him in the future!

### Administrative Procedures

New administrative procedures have been developed regarding hiring of personnel, vendor contracts and budgeting. The procedures are included in the packet for your review.

### SEDOL Withdrawal

The District received notice that the ROE hearing for the SEDOL withdrawal will be postponed to a tentative date of January 13, 2014. The original requested date for the hearing was October 28, 2013. This proposed new date still provides the district with enough time to proceed through the withdrawal process this year.

### Board of Education Meeting Timeline

A draft of the Board of Education Meeting Timeline is presented for your review. The administration has worked from a schedule in the past and this new timeline has this year's goals and initiatives added. The meeting timeline is a working document and items may be added, deleted, or changed as the year progresses. Thank you to Anne van Gerven and Sandy Simon for their collaborative work with administration on this project!

## Operational Services

### Administrative Procedure – Vendor Contracts for Services Exceeding \$25,000

Vendor contracts for services exceeding \$25,000 should have the following terms listed in the contract. If a particular term cannot be secured in the contract, a rationale will be provided.

1. Scope of work
2. Start and end dates.
3. Termination provisions for both parties.
4. An articulation of the duties and obligations of each party including how they are to be performed and timing requirements for their performance. This includes a description of the work to be performed or the services to be provided. (i.e.) Service Level Agreement)
5. Price(s) for the service(s) performed.
6. Payment terms, including, if applicable, discount incentives, payment schedules, prepayment requirements and deferred payment options.
7. Explanation or limits on the District's liability in the event of a default by the vendor or early termination by the District
8. A dispute resolution clause, which includes where potential lawsuits may be filed (exclusive local jurisdiction, unless otherwise authorized by District counsel.)
9. No subcontracting of any nature may be done by any contractor, without the District's prior written consent. It should be clarified whether there are any third party relationships, which may result from the vendor subcontracting performance of the services. Such third parties should be identified to ensure they are not part of a list of disallowed vendors for the District.

## **General Personnel**

### **Administrative Procedure – Hiring Retired Personnel**

#### Hiring of Persons Who Received Retirement Incentives from the District

The District will seek to hire the most qualified individual for positions in the District. Personnel who have retired from the District under a retirement incentive plan may be considered for maternity leave positions and temporary substitute teaching positions. Personnel who retired under a retirement incentive plan will be considered for “permanent part-time” positions only if a good-faith effort has been conducted to hire a non-retiree and no qualified candidates are available. The retiree will temporarily fill the position for a specified time and a new search will be conducted to find a permanent replacement.

## **General Personnel**

### **Administrative Procedure – Hiring Additional Personnel**

Certified and non-certified personnel in excess of the staffing plan will be presented to the Board for approval. A rationale for the need of additional staff, job description, employment hours, tasks, salary and benefits will be provided. Notification of the need for the position will be provided to the Board at the earliest possible date.



G. Thomas Stadler  
1321 Rose Ct. E.  
Buffalo Grove, IL 60089

September 20, 2013

Dear Superintendent Warren,

Please accept this letter of my intent to retire from Lincolnshire-Prairie View School District 103 at the conclusion of the 2017-2018 school year. This means I am giving notice five years prior to my retirement and expect to receive all the retirement provisions and benefits outlined in the master contract (2013-2016) for which I am eligible.

I have considered it an honor as well as my life's work to teach in School District 103. With five more years to teach, I plan to give it my all to the very end.

Best regards,

G. Thomas Stadler



Lincolnshire-Prairie View School District 103

**Laura B. Sprague School**

2425 Riverwoods Road • Lincolnshire, Il 60069

847/945-6665 • FAX 847/945-6718

<http://www.sp.d103.org>

**Scott H. Warren, Ed.D.**  
Superintendent

**Christine E. Adler**  
Principal

To: Dr. Scott Warren and the Board of Education

From: Christy Adler

Re: Charitable Activities

Date: September 17, 2013

At Sprague School, the following charitable activities have been scheduled for the 2013-2014 school year. Please review the following information with regard to each activity.

•Halloween Candy Collection

Children will have the option of donating their “extras” to share with the Vernon Area Township food pantry as well as organizations supporting troops overseas.

•Miscellaneous Collections for Families / Soldiers in Need / Natural Disasters

Food, clothing, and supply drives will be held over the course of the year, with items to be distributed to organizations such as Vernon Township, the Veteran’s Administration Hospital, Golden Apple, local schools, animal shelters, and the armed services. In addition, monetary donations may be sought for relief efforts.

•Lake County Food Drive

All students and staff will be asked to bring non-perishable goods that will be picked up and distributed to the homeless throughout Lake County.

•Annual School Walk For Diabetes

In April, all Sprague students and staff participate in the Walk for Diabetes, raising funds for the American Diabetes Association.

•White Elephant Sale

As part of our math and social studies curriculums, the second grade classrooms hold a White Elephant Sale in May, raising funds for various charities and organizations.



## LINCOLNSHIRE - PRAIRIE VIEW SCHOOL DISTRICT 103

1370 RIVERWOODS ROAD  
LINCOLNSHIRE, IL 60069  
P 847.295.4030  
F 847.295.9196

<http://www.district103.k12.il.us>

To: Dr. Warrren and Board of Education  
From: Jill Mau  
Date: September 12, 2013  
Re: 2013 - 2014 Charitable Activities

The Half Day School Student body is very involved in seeking opportunities for charitable contribution and/or community activities. To this end, Half Day School may participate in activities that may include, but not limited to the following:

**Food Drive** – Students will collect food for a local food pantry.

**Book Drive** – Children’s books may be collected for donation to schools in need.

**Mitten Drive** – Students may collect winter clothing such as mittens, hats, and scarves for donation to local agencies during the winter season.

**Theme TBD** – Students will select a fundraising theme aimed to benefit the Leukemia Lymphoma Society.

**Earth Day Activity** – The Student Council will continue supporting an environmental initiative to promote awareness and eco-friendly habits to our district families.



Lincolnshire-Prairie View School District 103  
**Daniel Wright Junior High School**  
1370 Riverwoods Road • Lincolnshire, IL 60069  
847/295-1560 • FAX 847/295-7136  
<http://www.dw.d103.org>

**Scott H. Warren, Ed.D.**  
Superintendent

**Margaret St. Claire**  
Principal

**Julie Bodeen**  
Assistant Principal

To: Dr. Scott Warren and Board of Education  
From: Margaret St. Claire  
Date: September 9, 2013  
RE: Daniel Wright Charitable Activities for 2013-14

At Daniel Wright Junior High School, the following charitable activities have been planned for the 2013-14 school year. The DW students may participate in activities that may include, but are not limited to the following:

**Hope for Kyra** – NJHS students have planned a benefit for DW student fighting cancer by selling wristbands. Event will occur in the fall of 2013.

**UNICEF fundraiser** – NJHS students will organize a fundraising event for UNICEF for the fall of 2013.

**Cystic Fibrosis Walk** – Daniel Wright NJHS and students will participate in the Cystic Fibrosis Walk in May 2014.

**Walk for Diabetes** - Daniel Wright students and staff will participate in a Walk for Diabetes to take place in the fall of 2013.

**Toys For Tots Drive** - Daniel Wright students and staff will participate in an annual Toys for Tots toy drive in November 2013.

**PADS** - Daniel Wright 5<sup>th</sup> grade classes will make sandwiches for PADS from November – March of 2013-14.

**Park Clean Up** – Daniel Wright 5<sup>th</sup> grade students will work with the Village of Lincolnshire to clean up a local park in the summer of 2013 and spring of 2014.

**Thanksgiving Food Baskets**- Student Council will organize a Thanksgiving food basket contribution to the Vernon Area Township.

**“Sponsor a Family” for the holidays** – Student council will organize a fundraising effort to sponsor a needy family for the holidays.

**Food Bank Donation**- Student Council will facilitate a food bank donation drive in the spring of 2014.

**Senior Outreach (Music performance)**- NJHS students will organize a senior outreach involving musical performances by the DW orchestra and/or band.

Article updated: 10/6/2013 11:20 AM

## Stevenson High, 2 feeder districts to withdraw from SEDOL

By Russell Lissau

Three Lake County school districts are withdrawing from a regional agency that provides special-education services, citing financial concerns and a desire to educate students locally.

Officials with Stevenson High School District 125, Kildeer Countryside District 96 and Lincolnshire-Prairie View District 103 have announced plans to leave the Special Education District of Lake County next summer.

District 96 and District 103 feed into Stevenson.

If the efforts are successful, more of the districts' special-education students will attend classes at their home schools rather than at the special education district's specialized, off-site locations.

"We want to provide the best education possible for special-education students in the least-restrictive environment," Stevenson spokesman Jim Conrey said.

The moves require consent from the Lake County regional school board and the state board of education.

Districts have withdrawn from special education district before, but never three at one time. These three districts generate roughly \$2.2 million in revenue for the agency, which has a \$63 million annual budget, SEDOL Superintendent Tom Moline said.

That funding will have to be made up by the agency's other members, Moline said.

"SEDOL would not be capable of reducing operations in just one school year to absorb the potential loss," Moline said. "I anticipate it could take three to five years to do so, and only if state reimbursements and current economic conditions are maintained."

Moline estimated the tuition rates for the remaining districts would increase by more than 6.5 percent if the three districts step away in 2014. Each of the members' portions of operations and maintenance fees and retirement contributions would increase, too, Moline said.

Founded in 1960, the special education district serves about 1,300 students from 35 districts. It has six schools:

• Cyd Lash Academy, a high school program in Gages Lake.

• Gages Lake School, which serves elementary school students.

• The John Powers Center, a Vernon Hills facility that serves students who are deaf or have other hearing disabilities.

• Laremont School in Gages Lake, which serves people ages 3 to 22 who have profound learning disabilities.

• Sally Potter School in Lake Forest, which serves first- through eighth-graders with significant emotional or behavioral issues.

• The Mundelein Transition Center, which serves 18- to 22-year-olds who still need special-education support.

Twenty-one of Stevenson's 3,786 students receive special education district services. That total includes eight students in a transition program who legally are eligible for school services until they turn 22, Conrey said.

Including tuition and transportation, participating in the special education district costs Stevenson about \$3.4 million annually, Conrey said.

Only two of the Kildeer Countryside District's 3,107 students are in special education district programs, Superintendent Julie Schmidt said. The district's cost is about \$1 million annually, she said.

No District 103 students participate in special education district programs this year, Superintendent Scott Warren said, but the district does rely on the agency for occasional early childhood testing or other services. Despite the relative lack of use, special education district membership costs District 103 about \$300,000 a year, Warren said.

Officials with the three districts cited many of the same reasons for wanting to leave the special education district.

For starters, offering more local special-education programs helps special-needs kids socialize with their peers in their home schools.

Keeping the kids local also gives their parents more opportunities to network with each other, said Stevenson's special education director, Jay Miller.

"If there's any way you can serve students on site, you do it," Miller said.

Leaving the special education district would give the districts more control over curriculum and programming, they said. The local schools already have expanded their special-education offerings in recent years.

This summer, a portion of Stevenson's east building was renovated to improve special-education facilities. Changes included creation of classrooms especially designed for kids with autism, expanded nursing facilities for students with physical challenges, and the construction of a lab to help young adults develop daily living skills, such as cooking and cleaning.

District 96 has added eight classrooms in recent years to serve students who previously had been sent to out-of-district schools for special-education programs.

"We have gone from having 26 students placed in SEDOL programs in 2010 to having two placed there now," Schmidt said. "We believe kids should be in neighborhood schools whenever possible."

Officials with the local districts also want a greater say in the evaluation and training of special-education teachers.

"We want our special-needs students to be taught by teachers who are getting the same quality of professional development and support, as well as oversight, that the entire (Stevenson) faculty receives," Conrey said.

Money is a factor, too.

Withdrawing from the agency "gives us more flexibility with our finances," District 103's Warren said.

Stevenson could save more than \$1 million annually by withdrawing from the special education district.

Most of that savings will come from eliminating transportation-related costs. Public school districts legally must pay to transport participating special-education students to and from therapeutic day schools or other educational facilities. Typically that's done by a private taxi service.

"The money we would pay to SEDOL can be better spent in our own building on our own teaching staff, which is focusing on our students," Conrey said.

Two other districts have left the special education district cooperative since it was founded.

Lake Zurich Unit District 95 officials split from the consortium in 2010, and Barrington Unit District 220 withdrew in 1999.

Losing three districts at once hurts the agency financially, Moline said. But it stings in other ways, too.

For example, Stevenson staffers have taken active roles in special education district programs and committees, Moline said.

"You can't put a price on that," he said.

Moline hopes representatives from the three districts will work with special education district to develop a transition plan that will allow them to withdraw their students over several years rather than simultaneously next summer.

That will ease the financial burden on the special education district other members, many of which aren't wealthy enough to take on special-education responsibilities.

After all, that's why they joined the special education district, which receives about 42 percent of its funding from state and federal sources, to begin with.

"They can do it because they can afford to do it," Moline said of the three seceding districts. "There are not too many districts in Lake County who are in that position."

District 96's Schmidt is open to a gradual withdrawal. But until the district fully separates from the special education district, she said, it won't be able to collect federal funding for students with disabilities that now goes to the agency.

Stevenson officials have offered to delay leaving the special education district until 2015 to ease the transition.

"We're willing to work with them," Conrey said.

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Oct 3, 2013

Lincolnshire  
Review

## School news & notes

### Sprague School celebrates diversity

Second-graders at Laura B. Sprague School have been exploring and celebrating the school's diverse student population. Nearly half of Sprague students live in homes where other languages are spoken in addition to English.

The second-graders' social studies unit, "Discovering Diversity Within Our Community," introduced students to the fact that people are members of different groups. The lessons explained that culture — including behaviors, values and traditions — unifies groups of people.

Students learned that some of their classmates may have similar or different beliefs, values and cohesion.

Principal Christy Adler noted that the core learning experiences included:

- Reading maps and identifying where families originated
- Creating a collage illustrating the similarities and differences across cultures
- Using the book, "What the World Eats," to compare and contrast the types of food people eat, and also the needs and wants of different cultures.

The unique characteristics of students' cultures will be presented during a special Diversity Share program at 7 p.m. Oct. 10 at the school, 2425 Riverwoods Road, Lincolnshire.

[www.chicagotribune.com/news/local/suburbs/ct-tl-district-103-school-board-0927-20130923,0,3817982.story](http://www.chicagotribune.com/news/local/suburbs/ct-tl-district-103-school-board-0927-20130923,0,3817982.story)

**chicagotribune.com**

## **Lincolnshire-Prairie View School District 103 proposes, discusses goals**

By Danielle Gensburg, Special to the Tribune

11:41 AM CDT, September 23, 2013

How to approach differentiating instruction for students, monitoring a new teacher evaluation process, implementing technology projects and expanding the Spanish language program are some important goals for the Lincolnshire-Prairie View School District 103 this academic year.

"I definitely think the goals are very good," Superintendent Scott Warren said. "There's a lot of work to do, and they're all very quality goals that will add to our children's experience and their learning."

School board President Gary Gordon said the annual process of creating the school board's goals and those of the superintendent was a little more involved this year due to three newly elected board members.

"We took a look at the goals as a new board and asked if these are still the right goals and the right processes," Gordon said.

Last week board members reviewed both sets of goals and made changes. These include requiring the superintendent to provide monthly instead of periodic updates to the board on the progress of certain projects and monitoring the progress of their goals throughout the year.

Other goals for the 2013-14 academic year include creating an annual planning calendar for the superintendent, exploring groups that increase communication among school staff, administration and board, and improving collaboration among the board, parents and the community.

"We're excited about this," Gordon said. "We have a new contract in place that we think is very exciting and should lead to some great changes in terms of how we will be working with teachers, new technology projects and a new Spanish initiative that has rolled out, so we're looking forward to a terrific school year."

Warren said the school board will start a pilot program this year geared toward teaching Spanish across all grades from kindergarten through eighth grade.

Technology devices, such as Chromebooks and iPads, will also be better integrated into classrooms in the district's three schools: Lauren B. Sprague Elementary School, Half Day School and Daniel Wright Junior High School.

School board members decided to postpone approving the goals until changes were made and final drafts of the goals drafted.

The board will post final lists of the goals on the district website so parents and other community members

10/9/13

Lincolnshire-Prairie View School District 103 proposes, discusses goals - [chicagotribune.com](http://chicagotribune.com)

can see the changes. The board will approve the goals at its next meeting.

[triblocaltips@tribune.com](mailto:triblocaltips@tribune.com)

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# Gurnee man dies in crash on Rt. 41

By BOB SUSHJARA  
bsushjara@dailyherald.com

A 20-year-old Gurnee man was killed and two other men were injured in an accident early Thursday on Route 41 in Lake Forest.

Lance Nazario, 20, was the driver of a vehicle traveling north on Route 41 north of Westleigh Road about 2:35 a.m. The four-door sedan left the highway on a bend in the road, struck several trees and rolled over, according to Lake Forest police.

Nazario died of multiple injuries, including to the head and chest, said Lake County Coroner Thomas Rudd. Nazario was not wearing a seat belt, he added.

Rudd did not specify the amount but said preliminary tests showed Nazario was over the legal limit for alcohol.

The two other men were taken to area hospitals and were expected to survive, police said early Thursday. No further information was available Thursday evening.

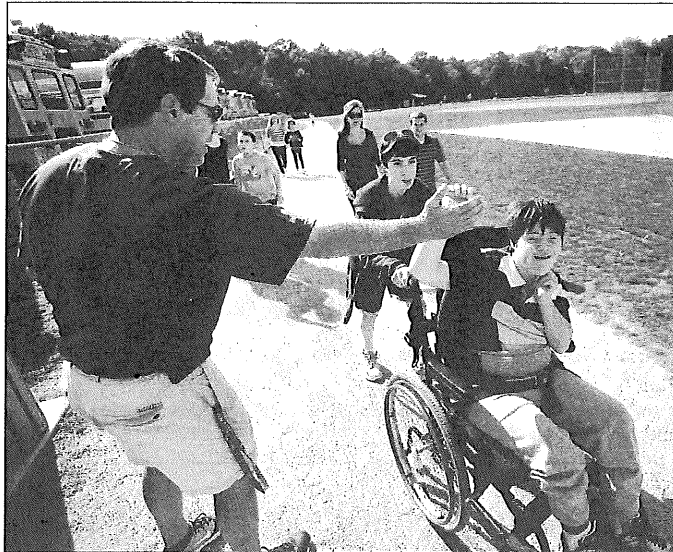
Deputy Police Chief Karl Walldorf said Lake Forest paramedics found two of the occupants were injured and immediately determined the third man to be deceased at the scene.

Investigators from the Lake County Major Crash Assistance Team responded to the scene and are working with Lake Forest police officers and detectives to investigate the crash.

Route 41 was reopened in each direction at the crash site in time for Thursday morning's rush hour.

• Staff writer Mick Zawslak contributed to this report.

# Diabetes benefit



Daniel Wright Junior High physical education teacher John Rueth high-fives fifth-grader Tommy Pappas as students at the Lincolnshire school participate in a walk Thursday to benefit the American Diabetes Association. Rueth suffers from diabetes.

STEVE LUNDY/slundy@dailyherald.com

# Barrington Hills' first fall fest to debut Sunday

By ERIC PETERSON  
epeterson@dailyherald.com

Barrington Hills' inaugural "The Hills Are Alive Fall Heritage Fest" Sunday afternoon will feature activities as diverse as hay rides, an exotic animal show, equestrian demonstrations, live music and even a chicken beauty contest.

The event aimed at all residents of the village will run rain or shine from noon to 5 p.m. Oct. 13 at the Barrington Park District Riding Center, 361 Bateman Road.

"We really don't have a Main Street in Barrington Hills, so the Riding Center is going to be our Main Street," Barrington Hills Village President Martin McLaughlin said.

The event is co-organized by both the village and park

district, but no taxes or public funds are being spent.

In addition to company sponsorships, all members of the village board have donated \$100 each of their own money, senior Trustee Fritz Gohl said.

Because this is the first time for the event and the attendance level is uncertain, McLaughlin is hoping residents planning to go can pick up tickets in advance before 4:30 p.m. Friday at village hall, 112 Algonquin Road. But for those for whom this isn't possible, a registration table will be set up at the event.

"I really see this as an exposition on Barrington Hills," McLaughlin said. "If you walk through this event for three or four hours, you should have a great idea of what Barrington

Hills is all about. I'm hoping all sides of our community — whatever side people think they're on — will participate."

One tongue-in-cheek event — the chicken beauty contest — was inspired by McLaughlin's own neighbor, who's raised about 45 exotic chickens of different varieties.

McLaughlin had thought this a unique interest, but recently learned that about 40 other residents of the village do the same. So far, there are about 12 to 15 entrants in the contest in which the winner will be awarded a sash and many of the other accoutrements of a beauty contest.

Preregistration for the contest is at hillschicken@gmail.com, and on-site voting will occur between 12:30 and 3 p.m. Sunday.

# Buffalo Grove names Firefighter of the Year

By STEVE ZALUSKY  
szalusky@dailyherald.com

At first Buffalo Grove Lt. Wendill Bills thought his boss, Chief Terry Vavra, was kidding when he said he was nominated for Firefighter of the Year.

"I figured he was pulling another joke. He's good for that. He thinks he's a jokester," the Wauconda resident told the audience at Monday's Buffalo Grove village board meeting.

But if there was any doubt, the reality hit when the 30-year veteran of the village fire service received a standing ovation from the crowd after his eloquent speech, which was periodically punctuated with pauses of emotion.

Bills is the ultimate team player, as indicated by his remarks about the award prior to the meeting. "It's great, but when it's all said and done, the award is given to me only because of the work that we all did together as a group."

It had been a dream since age 5 to be a fireman. He attended Lockport High School and became a firefighter at Argonne National Laboratory. When he was laid off, he went back to school and became a paramedic.

He applied for a job in Buffalo Grove and Chief Wayne Winter "saw enough in me, along with the police and fire commission, to hire me."

Bills said he asked Winter, "Are any other minorities working in the village? And



Wendill Bills

he said, 'Yes. But you're the first one for the fire department.' I paused for a second and I said, 'Is that a good thing or a bad thing?'

He said, 'No, that's a good thing. Seriously, it's a good thing.'

He began working in the village Oct. 19, 1983.

"I have been thankful ever since," he said.

Buffalo Grove Rotary Club President Pamela Kibbons presented the award to Bills, as his wife Kim, son Spencer and daughter Kiara watched. Rotary will donate \$250 to Bills' favorite charity, The Kidney Foundation, while another \$250 will be given to the Rotary Foundation.

Vavra called Bills a dedicated officer, teacher and mentor within the department. "Wendill has used his knowledge and his experience and shared it with others to make us a smarter department," he said.

Bills said that people dial 911 when they are at their most desperate.

"When we arrive at their house, we don't arrive as an individual. We arrive as a company. At that point, we have to be at our best, because you're at your worst... I hope that in the 30 years I have been here, I have exhibited that. If I haven't, you have my apologies. But I hope that I have done that."

**Lake County Daily Herald**

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