



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

AUGUST 25, 2015

The Regular Meeting of the Board of Education of Lincolnshire-Prairie View School District 103 will be held on Tuesday, August 25, 2015 at 7:00 PM in the Learning Center of Daniel Wright Junior High School, 1370 N. Riverwoods Road, Lincolnshire, Illinois.

- A. Call to Order and Roll Call
Time: 1 Hour 45 Minutes
- B. Pledge of Allegiance
- C. Community Participation
- D. Approval of Minutes 3
Time: 5 Minutes
- E. Consent Agenda
Time: 5 Minutes
 - 1. Approval of Bills 11
 - 2. Approval of Employment 37
 - 3. Approval of Retirement 76
 - 4. Approval of Resignations 84
 - 5. Approval of Non-certified Employment Actions 88
 - 6. Semi-Annual Review of Executive Session Minutes 89
 - 7. Approval of Destruction of Executive Session Recordings 111
 - 8. Approval of Agreement with Speech Path Specialists, Ltd. 128
 - 9. Approval of Title I Plan 136
 - 10. Approval of Revised School Calendar 2015-2016 158
- F. Action Items
Time: 5 Minutes
- G. Discussion Items
Time: 30 Minutes
 - 1. Facilities Improvement Plan 161
 - 2. ELC Articles of Agreement - 1st Reading 213
 - 3. 1:1 Education Profile Report/Surveys 226
- H. Information

Time: 30 Minutes

| | |
|--|-----|
| 1. Board Representatives Committee Updates | |
| 2. Department Updates | |
| a. Business Office | 294 |
| b. Curriculum & Instruction and Student Services | 326 |
| 1) Parent/Student Handbook 2015-2016 | 329 |
| c. Facilities | 374 |
| 3. Superintendent's Informational Report | 376 |
| I. In The News | 416 |
| J. Community Participation | |
| K. Executive Session | |
| Time: 30 Minutes | |
| 1. Settlement Agreement for Student 01 2015-2016 | 421 |
| L. Adjournment | |



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BOARD OF EDUCATION REGULAR MEETING MINUTES

Monday, July 13, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held its Regular Meeting on Monday, July 13, 2015 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

Absent: None

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Julie Postma, Director of Student Services

Scott Gaunky, Director of Facilities

Norma Taylor, Board Secretary

Public: 3

Press: 1

Staff: 3

Call to Order and Roll Call

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

Community Participation

A Boy Scout in the audience addressed the board to earn his communications merit badge.

Approval of Minutes

Motion by Mrs. Harper, seconded by Mrs. van Gerven, to approve the minutes of the June 16, 2015 Regular and Executive Sessions, and the June 30, 2015 Special Meeting and Executive Sessions.

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

Motion by Mrs. Harper, seconded by Mrs. van Gerven, to approve the minutes of the July 8, 2015 Regular and Executive Sessions.

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

Consent Agenda

Motion by Mrs. Simon, seconded by Mrs. Thomas, the Board approve the following items on the Consent Agenda: Approval of Bills, Approval of School Donations, Approval of Disposal of Equipment, Approval of Employment, Approval of Resignation, and Approval of Amendment to Administrator Contract.

President Gordon asked the Board for items on the Consent Agenda they would like pulled for further discussion. There were none.

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

Appointment of Board Member

Motion by Mrs. van Gerven, seconded by Mrs. Harper, the Board appoint Malathy Dwaraknath to fill the vacancy on the Board. The appointment will be from July 13, 2015 until the consolidated election in 2017.

Mr. Gordon expressed the Board was very pleased with the many great applicants who showed interest in serving on the Board. He noted Mrs. Dwaraknath's background and experience brings a new and important perspective to the Board.

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

Mrs. Dwaranath recited the Oath of Office.

Discussion Items

1. Board Committee Representatives

The Board discussed their representation on several committees for the district and the community.

Information

No items were presented for discussion.

Superintendent's Informational Report

Dr. Warren reviewed facility planning discussions held with the Administration for immediate and long term needs. The principals are providing updated information to the architects who are continuing to review the options for the district. He noted the next small group meeting is scheduled for July 29, 2015 with the architects.

Dr. Warren discussed the addition of two late arrival days for the district. Dr. Warren attended the Exceptional Learners Collaborative "ELC" Board Meeting and noted there will be an amended agreement between the three districts involved regarding IDEA funds.

Community Participation

There was no community participation at this time.

Executive Session

Motion by Mr. Curtis, seconded by Mrs. Harper, the Board go into Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, and collective negotiating matters.

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

The Board moved into Executive Session at 7:30 p.m.

Open Session

The Board reconvened to Open Session at 7:54 p.m.

Adjournment

Motion by Mr. Curtis, seconded by Mrs. Thomas, to adjourn.

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

The meeting adjourned at 7:54 p.m.

President Board of Education

Secretary Board of Education



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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Monday, July 13, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Monday, July 13, 2015, 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

Malathy Dwaraknath

Kate Harper

Sandy Simon

Sherri Thomas

Anne van Gerven

Absent: None

Also present were:

Dr. Scott Warren, Superintendent

Norma Taylor, Board Secretary

Executive Session convened at 7:41 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, and collective negotiating matters.

The Board discussed extending the current teachers' contract.

The Board discussed the Superintendent's evaluation.

Motion by Mr. Gordon, seconded by Mrs. Simon, to return to Open Session.

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

The meeting reconvened to Open Session at 7:54 p.m.

President Board of Education

Secretary Board of Education



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BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING MINUTES

Tuesday, August 11, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held its Committee of the Whole Meeting on Tuesday, August 11, 2015, 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

Malathy Dwaraknath

Sandy Simon

Sherri Thomas

Anne van Gerven

Absent: Kate Harper

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Katie Reynolds, Assistant Superintendent for Curriculum and Instruction

Julie Postma, Director of Student Services

Norma Taylor, Board Secretary

Public: 0

Press: 1

Staff: 2

Call to Order and Roll Call

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

Pledge of Allegiance

Community Participation

There was no community participation at this time.

Discussion Items**Title I Plan**

Mrs. Reynolds reported a committee of reading and math interventionists reviewed the district's Title I Plan during the 2014-2015 school year. The committee revised the plan to more accurately reflect the district's intervention model and assessment information. Those revisions were presented for the Board's review. The final plan will be presented for approval at the August 25, 2015 regular Board meeting.

Opening Events for the 2015-2016 School Year

The Board was provided a listing of various events to open the school year.

A Board member asked how the ELM program will be presented at Curriculum Nights. Mrs. Reynolds noted a one-page guide will be available as a handout during Curriculum Nights.

Staffing Update

Mrs. Postma presented a staffing update for the 2015-16 school year for the Student Services Department. After review of the needs for the current student population, she recommends to add one special education associate and increase the physical therapist to a half-time position. The Board agreed to the additional positions.

Facilities Update

Dr. Warren provided an update of the facilities plan to address the space needs of the district. He noted groups are continuing to meet with the architectural firm that continues to revise building plans from feedback received. A draft plan will be presented to the Board at the August 25, 2015 regular meeting. There is a community engagement meeting scheduled for Wednesday, August 26 at 7:00 p.m.

Community Participation

There was no community participation at this time.

Executive Session

Motion by Mr. Curtis, seconded by Mrs. Thomas, the Board go into Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees and collective negotiating matters.

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

The Board moved into Executive Session at 7:29 p.m.

Open Session

The Board reconvened to Open Session at 8:25 p.m.

The Board asked the Administration to review implementing salary caps for employee groups; and recommendations for health care contributions for specific classes of employees.

Dr. Warren discussed the concept of deannexing a portion of undeveloped land to another district.

Adjournment

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

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

The meeting adjourned at 8:37 p.m.

President Board of Education

Secretary Board of Education

DRAFT

Lincolnshire-Prairie View School District 103

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, August 11, 2015

Executive Session of the Board of Education Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, August 11, 2015 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

Malathy Dwaraknath

Sandy Simon

Sherri Thomas

Anne van Gerven

Absent: Kate Harper

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Norma Taylor, Board Secretary

Executive Session convened 7:33 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and collective negotiating matters.

The Board discussed continuing the Master Contract with the Association for the 2015-2016 school year and the impact on the district.

Mr. Stanley informed the Board of the retirement of Irving Bjerk.

Motion by Mr. Curtis, seconded by Mrs. Simon, to return to Open Session.

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

The meeting reconvened to Open Session at 8:25 p.m.

President Board of Education

Secretary Board of Education



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MEMO

To: Board of Education
From: Dan Stanley
CC: Dr. Scott Warren
Date: August 25, 2015
Re: Bills Payable

During the second day of the audit, we became aware that there were 14 Imprest checks totaling \$3,745.79 that never made it to the board for approval. The reason for this is that we normally run the report by "expense date". The board received a 1/1/15 thru 4/15/15 report printed on 4/16/15 by expense date in April. In May, the board received a report by expense date 4/16/15 thru 5/15/15 printed on 5/13/15. However, there were some checks printed after 4/16/15 (dated 4/17/15 thru 4/30/15), that were input with an expense-on date of 4/1/15 (the system auto-puts the 1st day of the month as expense-on date unless otherwise changed). These checks should have had expense on dates the same as their check dates. Therefore, 14 checks were missed and never presented. The checks are included for you now.

Going forward, we have modified our procedure to show you the entire previous month in total **by check date** which will prevent this from occurring again in the future.

Thus, the other reports included are the regular August bills payable, July Bills paid, and July Imprest Bills paid.

Paid Accounts Payable by Vendor

Printed: 8/20/2015 11:03 AM
 Lincolnshire-Prairie View SD #103
 Check Date: 04/17/2015 to 04/30/2015

| Invoice # | A.S.N. | Description | Batch # | P.O. # | Check Date | Check # | Amount | State Account Number |
|----------------------------------|-------------|---------------------------------|---------|--------|------------|---------|-------------------|---------------------------|
| BURZA, DON | | | | | | | | |
| 042915 | 10-1500-319 | VOLLEYBALL REF 4/29 | 150424 | 0 | 04/24/2015 | 9283 | 50.00 | 10-1500-319 |
| | | | | | | | <u>\$50.00</u> | Payee Vendor Total |
| CULVERS | | | | | | | | |
| 041715-2 | 10-1190-414 | CAST PARTY FOOD | 150417 | 0 | 04/17/2015 | 9273 | 315.80 | 10-1190-414 |
| | | | | | | | <u>\$315.80</u> | Payee Vendor Total |
| ERICKSON, CHRIS | | | | | | | | |
| 042315 | 10-1200-410 | REIMB GUIDED PETTY CASH | 150423 | 0 | 04/23/2015 | 9278 | 379.97 | 10-1200-410 |
| | | | | | | | <u>\$379.97</u> | Payee Vendor Total |
| FEED MY STARVING CHILDREN | | | | | | | | |
| N/A | 10-1111-390 | FIELD TRIP DONATION, CONTAINERS | 150428 | 0 | 04/28/2015 | 9286 | 368.00 | 10-1111-390 |
| | | | | | | | <u>\$368.00</u> | Payee Vendor Total |
| KORDA, DONNA | | | | | | | | |
| 042115 | 10-1500-319 | VOLLEYBALL REF 4/21 | 150421 | 0 | 04/21/2015 | 9274 | 50.00 | 10-1500-319 |
| | | | | | | | <u>\$50.00</u> | Payee Vendor Total |
| KREBS, MICHAEL | | | | | | | | |
| 042315 | 10-2211-314 | MEETING THE LINCOLNS PRSNTATION | 150423 | 0 | 04/23/2015 | 9279 | 375.00 | 10-2211-314 |
| | | | | | | | <u>\$375.00</u> | Payee Vendor Total |
| LAKE FOREST BOOK STORE | | | | | | | | |
| 042115 | 10-2220-410 | RINKER AUTHOR VISIT BKS | 150421 | 0 | 04/21/2015 | 9275 | 1,315.02 | 10-2220-410 |
| | | | | | | | <u>\$1,315.02</u> | Payee Vendor Total |
| MILLER, DEBRA | | | | | | | | |
| 042315 | 10-2211-314 | MEETING THE LINCOLNS PRSNTATION | 150423 | 0 | 04/23/2015 | 9280 | 225.00 | 10-2211-314 |
| | | | | | | | <u>\$225.00</u> | Payee Vendor Total |
| NATHAN, FRANK | | | | | | | | |
| 042315 | 10-1500-319 | VOLLEYBALL REF 4/23 | 150423 | 0 | 04/23/2015 | 9281 | 50.00 | 10-1500-319 |
| | | | | | | | <u>\$50.00</u> | Payee Vendor Total |
| PANAGIOTAROS, CYNTHIA | | | | | | | | |
| 042315 | 10-1500-319 | VOLLEYBALL REF 4/23 | 150423 | 0 | 04/23/2015 | 9282 | 50.00 | 10-1500-319 |
| | | | | | | | <u>\$50.00</u> | Payee Vendor Total |
| PANICH, RICH | | | | | | | | |
| 042115 | 10-1500-319 | VOLLEYBALL REF 4/21 | 150421 | 0 | 04/21/2015 | 9276 | 50.00 | 10-1500-319 |
| 042915 | 10-1500-319 | VOLLEYBALL REF 4/29 | 150424 | 0 | 04/24/2015 | 9284 | 50.00 | 10-1500-319 |
| | | | | | | | <u>\$100.00</u> | Payee Vendor Total |
| SECRETARY OF STATE | | | | | | | | |

Paid Accounts Payable by Vendor

Printed: 8/20/2015 11:03 AM
 Lincolnshire-Prairie View SD #103
 Check Date: 04/17/2015 to 04/30/2015

| Invoice # | A.S.N. | Description | Batch # | P.O. # | Check Date | Check # | Amount | State Account Number |
|---------------------------|-------------|-------------------------------|---------|--------|------------|---------|-------------------|---------------------------|
| 041015 | 40-2550-640 | BUS DRVR RECERT - K GRAFF | 150424 | 0 | 04/24/2015 | 9285 | 4.00 | 40-2550-640 |
| 042415 | 40-2550-640 | BUS DRVR RECERT - JANICE LEE | 150428 | 0 | 04/28/2015 | 9287 | 4.00 | 40-2550-640 |
| | | | | | | | \$8.00 | Payee Vendor Total |
| TEAM FITZ GRAPHICS | | | | | | | | |
| 000167484 | 10-1500-410 | Wrestling Championship Banner | 150430 | 0 | 04/30/2015 | 9288 | 360.00 | 10-1500-410 |
| | | | | | | | \$360.00 | Payee Vendor Total |
| US BANK VISA | | | | | | | | |
| | 10-2520-640 | AMAZON PRIME SUBSCRIPTION | 550421 | 0 | 04/21/2015 | 9277 | 99.00 | 10-2520-640 |
| | | | | | | | \$99.00 | Payee Vendor Total |
| Report Total | | | | | | | \$3,745.79 | |

Paid Accounts Payable by Check Number

Printed: 8/20/2015 3:13 PM
Lincolnshire-Prairie View SD #103

| Invoice # | A.S.N. | Vendor Name | Description | Batch # | P.O. # | Chk Date | Check # | Amount | State | Account # |
|--------------|-------------|-------------------------------------|--------------------------------|---------|--------|----------|---------|--------------|-------|-------------|
| 1338 | 10-4120-690 | ADLAI E STEVENSON HIGH SCHOOL | Void ELC IDEA INVOICE | 71 | | 7/1/15 | 21338 | 115,576.00 | | 10-4120-690 |
| 1338 | 10-4120-690 | | Void ELC IDEA INVOICE | 9188 | | 7/7/15 | 21338 | (115,576.00) | | 10-4120-690 |
| | | | | | | | | Total | | 0.00 |
| 1009190715 | 30-5370-610 | APPLE FINANCIAL SERVICES | IPAD LEASES - PRINCIPAL | 71 | | 7/1/15 | 21339 | 160,771.94 | | 30-5370-610 |
| 1012300715 | 30-5370-610 | | IPAD LEASES - PRINCIPAL | 71 | | 7/1/15 | 21339 | 84,035.83 | | 30-5370-610 |
| 1012300715 | 30-5270-620 | | IPAD LEASES - INTEREST | 71 | | 7/1/15 | 21339 | 4,581.94 | | 30-5270-620 |
| 1012300715 | 30-5270-620 | | IPAD LEASES - INTEREST | 71 | | 7/1/15 | 21339 | 4,340.84 | | 30-5270-620 |
| | | | | | | | | Total | | 253,730.55 |
| 070115 | 10-2360-381 | CLIC | PROPERTY/CASUALTY INSURANCE | 71 | | 7/1/15 | 21340 | 87,541.00 | | 10-2360-380 |
| 070115B | 10-2360-382 | | WORKERS COMPENSATION | 71 | | 7/1/15 | 21340 | 208,946.00 | | 10-2360-380 |
| | | | | | | | | Total | | 296,487.00 |
| 344R | 20-2540-329 | CRISISGO | CRISISGO SERVICE RENEWAL | 71 | | 7/1/15 | 21341 | 1,400.00 | | 20-2540-329 |
| | | | | | | | | Total | | 1,400.00 |
| 1371 | 10-2310-392 | CROWN GLOBAL CONSULTING LLC | ONLINE TEACHER PORTRAIT SUBSCR | 71 | | 7/1/15 | 21342 | 2,178.00 | | 10-2310-392 |
| | | | | | | | | Total | | 2,178.00 |
| 1178290 N | 10-2220-392 | FOLLETT SCHOOL SOLUTIONS | LIBRARY MGMT SOFTWARE SUBCR | 71 | | 7/1/15 | 21343 | 5,949.12 | | 10-2220-392 |
| | | | | | | | | Total | | 5,949.12 |
| INVUS37359 | 10-2520-392 | FRONTLINE TECHNOLOGIES | AESOP ANNUAL SERVICES | 71 | | 7/1/15 | 21344 | 7,051.20 | | 10-2520-392 |
| | | | | | | | | Total | | 7,051.20 |
| 5122 | 10-2520-392 | GLOBAL COMPLIANCE NETWORK INC. | HR TUTORIALS SUBSCR | 71 | | 7/1/15 | 21345 | 750.00 | | 10-2520-392 |
| | | | | | | | | Total | | 750.00 |
| 4112 | 10-1100-392 | HAIKU LEARNING SYSTEMS | SOFTWARE LICENSES | 71 | | 7/1/15 | 21346 | 11,190.00 | | 10-1100-392 |
| | | | | | | | | Total | | 11,190.00 |
| 491030 | 10-2310-640 | ILLINOIS ASSOCIATION OF SCHOOL BOAR | ANNUAL MEMB DUES | 71 | | 7/1/15 | 21347 | 6,376.00 | | 10-2310-640 |
| | | | | | | | | Total | | 6,376.00 |
| 0671854 | 10-2660-392 | INTEGRATED SYSTEMS CORP | SKYWARD HOSTING | 71 | | 7/1/15 | 21348 | 400.00 | | 10-2660-392 |
| | | | | | | | | Total | | 400.00 |
| | 10-2210-314 | LAKE COUNTY EDUCATIONAL SERVICES | DIST MEMBERSHIP DUES | 71 | | 7/1/15 | 21349 | 3,965.00 | | 10-2210-314 |
| | | | | | | | | Total | | 3,965.00 |
| 30285 | 10-2230-392 | NORTHWEST EVALUATION ASSOC. | MEAS ACAD PROG SUBSCR (1349) | 71 | | 7/1/15 | 21350 | 16,862.50 | | 10-2230-392 |

Specialized Data Systems, Inc.

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Paid Accounts Payable by Check Number

Printed: 8/20/2015 3:13 PM
Lincolnshire-Prairie View SD #103

| Invoice # | A.S.N. | Vendor Name | Description | Batch # | P.O. # | Chk Date | Check # | Amount | State | Account # |
|------------|-------------|-----------------------------------|------------------------------|---------|--------|----------|--------------|------------|-------------|-----------|
| | | | | | | | Total | 16,862.50 | | |
| 1676693 | 40-2550-325 | SANTANDER LEASING | BUS 24, 27, 28 LEASES | 71 | | 7/1/15 | 21351 | 20,070.00 | 40-2550-325 | |
| 1686093 | 40-2550-325 | | BUS LEASES | 71 | | 7/1/15 | 21351 | 197,106.00 | 40-2550-325 | |
| | | | | | | | Total | 217,176.00 | | |
| R43037 | 20-2540-329 | SCHOOLDUDE.COM | MAINTENANCEDIRECT LICENSE | 71 | | 7/1/15 | 21352 | 1,587.10 | 20-2540-329 | |
| | | | | | | | Total | 1,587.10 | | |
| 170120 | 10-2660-392 | SKYWARD | ANNUAL LICENSE FEES | 71 | | 7/1/15 | 21353 | 9,828.00 | 10-2660-392 | |
| | | | | | | | Total | 9,828.00 | | |
| | 10-1100-215 | TEACHERS RETIREMENT SYSTEM | TRS ERO PAYMENT | 71 | | 7/1/15 | 21354 | 80,234.84 | 10-1100-215 | |
| | | | | | | | Total | 80,234.84 | | |
| 070115B | 10-1100-215 | TEACHERS RETIREMENT SYSTEM | TRS ERO PAYMENT | 71 | | 7/1/15 | 21355 | 13,655.15 | 10-1100-215 | |
| | | | | | | | Total | 13,655.15 | | |
| 045-133305 | 40-2550-392 | TYLER TECHNOLOGIES | VERSATRANS EXTENDED SUPPORT | 71 | | 7/1/15 | 21356 | 4,869.51 | 40-2550-392 | |
| | | | | | | | Total | 4,869.51 | | |
| 1338 | 10-4120-690 | EXCEPTIONAL LEARNERS COLLABORATIV | ELC IDEA INVOICE | 8188 | | 7/7/15 | 21357 | 115,576.00 | 10-4120-690 | |
| | | | | | | | Total | 115,576.00 | | |
| JULYNIHIP | 10-2690-220 | NIHIP | MEDICAL INSURANCE - ED | 1507 | | 7/20/15 | 21413 | 233,458.82 | 10-2690-220 | |
| JULYNIHIP | 10-2690-221 | | LIFE/LTD INSURANCE - ED | 1507 | | 7/20/15 | 21413 | 3,191.27 | 10-2690-221 | |
| JULYNIHIP | 10-2690-221 | | VOLUNTARY LIFE - ED | 1507 | | 7/20/15 | 21413 | 517.70 | 10-2690-221 | |
| JULYNIHIP | 20-2540-220 | | MEDICAL INSURANCE - O&M | 1507 | | 7/20/15 | 21413 | 12,502.89 | 20-2540-220 | |
| JULYNIHIP | 20-2540-221 | | LIFE/LTD INSURANCE - O&M | 1507 | | 7/20/15 | 21413 | 76.95 | 20-2540-221 | |
| JULYNIHIP | 40-2550-220 | | MEDICAL INSURANCE - TRANS | 1507 | | 7/20/15 | 21413 | 26,219.62 | 40-2550-220 | |
| JULYNIHIP | 40-2550-221 | | LIFE/LTD INSURANCE - TRANS | 1507 | | 7/20/15 | 21413 | 133.65 | 40-2550-221 | |
| JULYNIHIP | 40-2550-221 | | VOLUNTARY LIFE - TRANS | 1507 | | 7/20/15 | 21413 | 292.30 | 40-2550-221 | |
| JULYNIHIP | 10-2330-225 | | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 1,854.03 | 10-2330-225 | |
| JULYNIHIP | 10-2330-225 | | LIFE/LTD INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 12.60 | 10-2330-225 | |
| JULYNIHIP | 10-2320-225 | | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 3,268.06 | 10-2320-225 | |
| JULYNIHIP | 10-2210-225 | | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 1,679.06 | 10-2210-225 | |
| JULYNIHIP | 10-2210-225 | | LIFE/LTD INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 12.60 | 10-2210-225 | |
| JULYNIHIP | 10-2410-225 | | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | (839.53) | 10-2410-225 | |
| JULYNIHIP | 10-2520-225 | | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 839.53 | 10-2520-225 | |

Paid Accounts Payable by Check Number

Printed: 8/20/2015 3:13 PM
 Lincolnshire-Prairie View SD #103

| Invoice # | A.S.N. | Vendor Name | Description | Batch # | P.O. # | Chk Date | Check # | Amount | State | Account # |
|------------|-------------|----------------------------|---------------------------------|---------|--------|----------|---------------------|------------------------------|-------------|-----------|
| JULYNIHIP | 20-2540-225 | NIHIP | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 1,679.06 | 20-2540-225 | |
| JULYNIHIP | 40-2550-225 | | MEDICAL INSURANCE - RETIREE | 1507 | | 7/20/15 | 21413 | 839.53 | 40-2550-225 | |
| | | | | | | | Total | <u>285,738.14</u> | | |
| 2013-174 | 10-1111-415 | MONARCH MAGIC COMPANY | MONARCH LIFE CYCLE KIT & LARVAE | 8201 | 8470 | 7/20/15 | 21414 | 274.50 | 10-1111-415 | |
| | | | | | | | Total | <u>274.50</u> | | |
| ADV51915 | 30-5370-610 | APPLE FINANCIAL SERVICES | APPLE IPAD LEASE | 729 | 9706 | 7/29/15 | 21415 | 48,612.41 | 30-5370-610 | |
| | | | | | | | Total | <u>48,612.41</u> | | |
| V101002403 | 40-2550-325 | MIDWEST TRANSIT EQUIPMENT | BUS LEASES (2) | 729 | | 7/29/15 | 21416 | 27,882.00 | 40-2550-325 | |
| | | | | | | | Total | <u>27,882.00</u> | | |
| 049-1030 | 10-1100-215 | TEACHERS RETIREMENT SYSTEM | TRS ERO PAYMENT | 729 | | 7/29/15 | 21417 | 111,137.73 | 10-1100-215 | |
| | | | | | | | Total | <u>111,137.73</u> | | |
| 049-1030 | 10-1100-215 | TEACHERS RETIREMENT SYSTEM | TRS ERO PAYMENT | 729 | | 7/29/15 | 21418 | 163,255.62 | 10-1100-215 | |
| | | | | | | | Total | <u>163,255.62</u> | | |
| | | | | | | | Report Total | <u><u>\$1,686,166.37</u></u> | | |

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Paid Accounts Payable by Check Number

Printed: 8/20/2015 3:08 PM
 Lincolnshire-Prairie View SD #103

| Invoice # | A.S.N. | Vendor Name | Description | Batch # | P.O. # | Chk Date | Check # | Amount | State | Account # |
|------------|-------------|--------------------------------------|---------------------------|---------|--------|----------|---------------------|--------------------------|-------|-------------|
| 28486983 | 10-2520-342 | US POSTAL SERVICE | POSTAGE REFILL - DW | 150701 | | 7/1/15 | 9323 | 2,000.00 | | 10-2520-342 |
| | | | | | | | Total | 2,000.00 | | |
| RDG 546 | 10-1120-230 | HURST, HILLARY | REIMB TUITION | 150720 | | 7/20/15 | 9324 | 472.50 | | 10-1120-230 |
| | | | | | | | Total | 472.50 | | |
| DIST7 | 10-1190-640 | ILLINOIS MUSIC EDUCATION ASSOCIATION | PARTICIPATION FEE | 150720 | | 7/20/15 | 9325 | 35.00 | | 10-1190-640 |
| | | | | | | | Total | 35.00 | | |
| BE5043 | 10-1111-230 | Miller, Lauren | REIMB TUITION | 150720 | | 7/20/15 | 9326 | 645.00 | | 10-1111-230 |
| | | | | | | | Total | 645.00 | | |
| CI5453 | 10-1111-230 | NIZIOLEK, JACKIE | Void REIMB TUITION | 150720 | | 7/20/15 | 9327 | 645.00 | | 10-1111-230 |
| CI5453 | 10-1111-230 | | Void REIMB TUITION | 9204 | | 7/20/15 | 9327 | (645.00) | | 10-1111-230 |
| | | | | | | | Total | 0.00 | | |
| TECH508511 | 10-1120-230 | WARNER, ANN | REIMB TUITION | 150720 | | 7/20/15 | 9328 | 472.50 | | 10-1120-230 |
| | | | | | | | Total | 472.50 | | |
| BE5043 | 10-1111-230 | Zibell, Kristina | REIMB TUITION | 150720 | | 7/20/15 | 9329 | 645.00 | | 10-1111-230 |
| | | | | | | | Total | 645.00 | | |
| 5848 | 10-1600-410 | SAMS CLUB | SUMMER COOKING CLASS FOOD | 150727 | | 7/27/15 | 9330 | 296.95 | | 10-1600-410 |
| 78306 | 10-1600-410 | | SUMMER COOKING CLASS FOOD | 150727 | | 7/27/15 | 9330 | 242.24 | | 10-1600-410 |
| 1409 | 10-1600-410 | | SUMMER COOKING CLASS FOOD | 150727 | | 7/27/15 | 9330 | 336.49 | | 10-1600-410 |
| 2157 | 10-1600-410 | | SUMMER COOKING CLASS FOOD | 150727 | | 7/27/15 | 9330 | 88.86 | | 10-1600-410 |
| 9554 | 10-1600-410 | | SUMMER COOKING CLASS FOOD | 150727 | | 7/27/15 | 9330 | 245.80 | | 10-1600-410 |
| 5342 | 10-1600-410 | | SUMMER COOKING CLASS FOOD | 150727 | | 7/27/15 | 9330 | 123.01 | | 10-1600-410 |
| | | | | | | | Total | 1,333.35 | | |
| | | | | | | | Report Total | <u><u>\$5,603.35</u></u> | | |

Bills Payable (Fund Summary)

Printed: 8/20/2015 3:04 PM
Lincolnshire-Prairie View SD #103

| Fund Code | Description | Amount |
|---------------------|---------------------------------|----------------------------|
| 10 | Education Fund | 370,046.53 |
| 20 | Oper, Build, & Maint Fund | 124,871.78 |
| 30 | Debt Service Fund or Fund Group | 875.00 |
| 40 | Transportation Fund | 17,438.97 |
| Report Total | | <u><u>\$513,232.28</u></u> |

Bills Payable List

Printed: 8/20/2015 3:06 PM
 Lincolnshire-Prairie View SD #103

| Vendor Name | P.O. Number | Description | Batch # | Amount | State Account Number |
|-------------------------------------|-------------|--|---------|--------------------|----------------------|
| ACTIVE INTERNET TECHNOLOGIES | | | | | |
| | | WEBSITE SERVICES | 8 | 13,500.00 | 10-2660-392 |
| | | | | <u>\$13,500.00</u> | |
| ACTIVE NETWORK - THRIVA | | | | | |
| | | SUMMER SCHOOL REFUNDS | 8 | 518.92 | 10-1321 |
| | | | | <u>\$518.92</u> | |
| ADVOCATE OCCUPATIONAL HEALT | | | | | |
| | | L. KILEY RECERT PHYS & DRG SCRIN | 8 | 116.00 | 40-2550-390 |
| | | C.NYKIEL & E.VARNO RECERT PHSY & DRG SCRIN | 8 | 232.00 | 40-2550-390 |
| | | | | <u>\$348.00</u> | |
| AGRAWAL, SHARAD & SMITA | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| ALAM, SAJEDUL & FARHEEN | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| ALLSTAR DRAPERY & WINDOW | | | | | |
| | | REPLACE BROKEN BLINDS | 8 | 440.00 | 20-2540-329 |
| | | | | <u>\$440.00</u> | |
| AMALGAMATED BANK OF CHICAGC | | | | | |
| | | BOND ADMIN FEE | 8 | 475.00 | 30-5400-319 |
| | | BOND SERIES 2004 ADMIN FEE | 8 | 200.00 | 30-5400-319 |
| | | BOND SERIES 2005 ADMIN FEE | 8 | 200.00 | 30-5400-319 |
| | | | | <u>\$875.00</u> | |
| AMAZON | | | | | |
| | | VISIBLE LEARNING BOOK | 8 | 44.55 | 10-2520-410 |
| | | CLASSRM TEXTBOOKS | 8 | 27.96 | 10-1100-420 |
| | | CLASSRM TEXTBOOKS | 8 | 50.95 | 10-1100-420 |
| | | CLASSRM TEXTBOOKS | 8 | 50.21 | 10-1100-420 |
| | | CLASSRM TEXTBOOKS | 8 | 16.49 | 10-1100-420 |
| | | CLASSRM TEXTBOOKS | 8 | 57.56 | 10-1100-420 |
| | | CLASSRM TEXTBOOKS | 8 | 49.47 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 20.91 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 11.49 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 35.94 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 13.92 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 29.95 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 30.42 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 87.78 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 134.31 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 146.59 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 47.00 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 196.35 | 10-1100-420 |
| 0000009750 | | SCIENCE BKS/SUPPLIES | 8 | 91.57 | 10-1100-420 |
| 0000009757 | | ANT FARMS | 8 | 31.78 | 10-1111-415 |
| 0000009757 | | ANT FARMS | 8 | 47.67 | 10-1111-415 |
| 0000009757 | | ANT FARMS RETURNED | 8 | (24.26) | 10-1111-415 |

Bills Payable List

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 Lincolnshire-Prairie View SD #103

| Vendor Name | P.O. Number | Description | Batch # | Amount | State Account Number |
|-------------|-------------|----------------------------------|---------|----------|----------------------|
| | 000009757 | ANT FARMS | 8 | 158.90 | 10-1111-415 |
| | 000009757 | ANT FARMS RETURNED | 8 | (181.98) | 10-1111-415 |
| | 000009757 | ANT FARMS RETURNED | 8 | (181.98) | 10-1111-415 |
| | 000009757 | ANT FARMS | 8 | 24.26 | 10-1111-415 |
| | 000009757 | ANT FARMS | 8 | 181.98 | 10-1111-415 |
| | 000009757 | ANT FARMS | 8 | 181.98 | 10-1111-415 |
| | 000009757 | ANT FARMS | 8 | 83.50 | 10-1111-415 |
| | 000009757 | ANT FARMS | 8 | 83.50 | 10-1111-415 |
| | 000009758 | TEACHING AID | 8 | 51.68 | 10-1111-416 |
| | 000009758 | TEACHING AID | 8 | 6.71 | 10-1111-416 |
| | 000009759 | BRIDGES TO STRAT RDING (12) | 8 | 201.96 | 10-1111-417 |
| | 000009760 | LEAPFROG: LETTER FACTORY DVD (4) | 8 | 33.96 | 10-1111-417 |
| | 000009761 | TEACHING AIDS | 8 | 176.08 | 10-1111-417 |
| | 000009761 | TEACHING AIDS | 8 | 234.46 | 10-1111-417 |
| | 000009761 | TEACHING AIDS | 8 | 179.78 | 10-1111-417 |
| | 000009762 | THE GROUCHY LADYBUG BK | 8 | 7.99 | 10-1111-417 |
| | 000009762 | THE HAT BK | 8 | 12.99 | 10-1111-417 |
| | 000009762 | PUMPKIN PUMPKIN BK | 8 | 14.53 | 10-1111-417 |
| | 000009763 | STUDENT DRY ERASE BOARDS (3) | 8 | 62.64 | 10-1111-419 |
| | 000009763 | DRY ERASE MARKERS (180) | 8 | 103.43 | 10-1111-419 |
| | 000009763 | DRY ERASE POCKETS (70) | 8 | 92.35 | 10-1111-419 |
| | 000009764 | CLASSRM SUPPLIES | 8 | 170.70 | 10-1111-417 |
| | 000009764 | CLASSRM SUPPLIES | 8 | 98.20 | 10-1111-417 |
| | 000009764 | CLASSRM SUPPLIES | 8 | 256.20 | 10-1111-417 |
| | 000009765 | CLASSRM SUPPLIES | 8 | 12.99 | 10-1111-410 |
| | 000009765 | SAND & WATER TABLE (1) | 8 | 99.99 | 10-1111-410 |
| | 000009765 | CLASSRM SUPPLIES | 8 | 6.95 | 10-1111-410 |
| | 000009765 | CLASSRM SUPPLIES | 8 | 19.10 | 10-1111-410 |
| | 000009765 | CLASSRM SUPPLIES | 8 | 6.95 | 10-1111-410 |
| | 000009765 | CLASSRM SUPPLIES | 8 | 6.95 | 10-1111-410 |
| | 000009765 | CLASSRM SUPPLIES | 8 | 6.95 | 10-1111-410 |
| | 000009780 | CLASSRM BOOKS | 8 | 38.70 | 10-1111-417 |
| | 000009780 | CLASSRM BOOKS | 8 | 13.92 | 10-1111-417 |
| | 000009780 | CLASSRM BOOKS | 8 | 24.98 | 10-1111-417 |
| | 000009780 | CLASSRM BOOKS | 8 | 50.07 | 10-1111-417 |
| | 000009780 | CLASSRM BOOKS | 8 | 46.61 | 10-1111-417 |
| | 000009839 | SCIENCE BOOKS | 8 | 161.44 | 10-1100-420 |
| | 000009839 | SCIENCE BOOKS | 8 | 47.92 | 10-1100-420 |
| | 000009840 | TEACHING AID | 8 | 16.98 | 10-1111-413 |
| | 000009841 | SCIENCE BOOKS/SUPPLIES | 8 | 21.44 | 10-1100-420 |
| | 000009841 | SCIENCE BOOKS/SUPPLIES | 8 | 103.12 | 10-1100-420 |
| | 000009841 | SCIENCE BOOKS/SUPPLIES | 8 | 108.78 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 41.70 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 20.85 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 69.50 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 27.80 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 6.95 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 250.77 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 79.96 | 10-1100-420 |

Bills Payable List

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| Vendor Name | P.O. Number | Description | Batch # | Amount | State Account Number |
|-------------|-------------|---------------------------|---------|--------|----------------------|
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 79.96 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 90.80 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 90.80 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 90.80 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 90.80 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 90.80 | 10-1100-420 |
| | 000009842 | GR 2 TEXTBOOKS, NOTEBOOKS | 8 | 79.96 | 10-1100-420 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 49.43 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 87.92 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 59.97 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 93.84 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 19.99 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 19.99 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 19.99 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 110.84 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 68.96 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 59.97 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 39.98 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 159.80 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 2.76 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 54.39 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 5.97 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 12.35 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 62.05 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 14.97 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 67.56 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 13.24 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 17.99 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 5.49 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 159.37 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 71.82 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 25.87 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 16.99 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 71.80 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 37.69 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 6.88 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 79.92 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 55.28 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 73.80 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 61.91 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 31.28 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 59.97 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 66.70 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 81.63 | 10-2210-410 |
| | 000009894 | SCIENCE SUPPLIES | 8 | 30.66 | 10-2210-410 |
| | 000009896 | TEACHING AID | 8 | 44.44 | 10-1225-410 |
| | 000009896 | TEACHING AID | 8 | 51.37 | 10-1225-410 |
| | 000009898 | CD RACKS (2) | 8 | 61.90 | 10-1190-410 |

Bills Payable List

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| Vendor Name | | | | |
|-------------------------------------|------------------------------------|---------|--------------------|----------------------|
| P.O. Number | Description | Batch # | Amount | State Account Number |
| 000009917 | CLASSROOM BOOKS | 8 | 3.99 | 10-1111-417 |
| 000009917 | CLASSROOM BOOKS | 8 | 13.64 | 10-1111-417 |
| 000009917 | CLASSROOM BOOKS | 8 | 7.98 | 10-1111-417 |
| 000009917 | CLASSROOM BOOKS | 8 | 70.37 | 10-1111-417 |
| 000009917 | CLASSROOM BOOKS | 8 | 7.98 | 10-1111-417 |
| 000009917 | CLASSROOM BOOKS | 8 | 3.99 | 10-1111-417 |
| 000009917 | CLASSROOM BOOKS | 8 | 63.04 | 10-1111-417 |
| 000009921 | CLASSROOM SUPPLIES | 8 | 32.48 | 10-1111-410 |
| 000009921 | CLASSROOM SUPPLIES | 8 | 117.31 | 10-1111-410 |
| 000009963 | OFFICE SUPPLIES | 8 | 38.11 | 10-2410-410 |
| 000009963 | OFFICE SUPPLIES | 8 | 6.90 | 10-2410-410 |
| 000009963 | OFFICE SUPPLIES | 8 | 6.90 | 10-2410-410 |
| 000009997 | OFFICE PLANNER | 8 | 22.09 | 10-1111-410 |
| 000009997 | ANT FARMS | 8 | 83.50 | 10-1111-410 |
| | | | <u>\$7,772.73</u> | |
| AMERICAN FLOOR SHOW | | | | |
| | TILING - SP BATHROOM PROJECT | 8 | 6,647.00 | 20-2540-500 |
| | | | <u>\$6,647.00</u> | |
| ANDERSON LOCK COMPANY LTD | | | | |
| | LOCKS - SP BATHROOM PROJ | 8 | 894.75 | 20-2540-500 |
| 000009682 | GYM LOCKS (300) | 8 | 1,497.00 | 10-1150-410 |
| | | | <u>\$2,391.75</u> | |
| APPLE COMPUTER INC. | | | | |
| | STAFF LAPTOPS (6) | 8 | 6,234.00 | 10-2660-700 |
| | LAPTOP WARRANTIES (6) | 8 | 1,098.00 | 10-2660-700 |
| 000009957 | IPAD CASES (300) | 8 | 8,985.00 | 10-2660-410 |
| | | | <u>\$16,317.00</u> | |
| ASCD | | | | |
| 000009836 | MEMBERSHIPS & BOOKS (11) | 8 | 1,485.00 | 10-2210-312 |
| | | | <u>\$1,485.00</u> | |
| AVERUS | | | | |
| | FIRE EXTINGUISHER INSPECT - HD | 8 | 193.25 | 20-2540-329 |
| | FIRE EXT INSPECT/TEST - DW & TRANS | 8 | 1,541.25 | 20-2540-329 |
| | FIRE EXTINGUISHER INSPECT - SP | 8 | 423.00 | 20-2540-329 |
| | | | <u>\$2,157.50</u> | |
| BALLARD TIGHE | | | | |
| 000009686 | ENGLISH TEST SUPPLIES | 8 | 328.90 | 10-2210-410 |
| | | | <u>\$328.90</u> | |
| BERCOS EDUCATIONAL CONSULTII | | | | |
| | SPED CONSULTING | 8 | 831.05 | 10-2140-314 |
| | | | <u>\$831.05</u> | |
| BLAINE RAY WORKSHOPS | | | | |
| 000009705 | TPRS WORKSHOP REGISTRATION | 8 | 289.00 | 10-2210-312 |
| | | | <u>\$289.00</u> | |
| BLICK ART MATERIALS | | | | |
| 000009913 | SS ART SUPPLIES | 8 | 123.46 | 10-1600-410 |

Bills Payable List

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| Vendor Name | P.O. Number | Description | Batch # | Amount | State Account Number |
|---|-------------|-----------------------------------|---------|--------------------|----------------------|
| | | | | <u>\$123.46</u> | |
| BOSLEY, EMMA | | REIMB TUITION | 8 | 840.00 | 10-1120-230 |
| | | | | <u>\$840.00</u> | |
| BRANICK, LISETTE | | REFUND LUNCH BALANCE - BRIAN | 8 | 2.73 | 10-1200-410 |
| | | | | <u>\$2.73</u> | |
| CAMBIUM LEARNING | 0000009918 | LANGUAGE WEBINAR REGISTRATION | 8 | 500.00 | 10-2211-312 |
| | | | | <u>\$500.00</u> | |
| CAPITOL GRAPHICS & PROMOTION | 0000009756 | DW ENVELOPES (5000) | 8 | 342.92 | 10-2520-360 |
| | | | | <u>\$342.92</u> | |
| CARLEX | 0000009767 | FELIZ CUMPLEANOS PENCILS (492) | 8 | 112.75 | 10-2410-410 |
| | 0000009767 | FELIZ CUMPLEANOS BOOKMARKS (540) | 8 | 70.13 | 10-2410-410 |
| | | | | <u>\$182.88</u> | |
| CAROLINA BIOLOGICAL SUPPLY CO | 0000009745 | SPACE SCIENCE SUPPLIES | 8 | 1,295.57 | 10-1100-420 |
| | 0000009751 | BALANCES (24) | 8 | 2,613.60 | 10-2210-410 |
| | 0000009843 | RED CLAY BUCKET (8) | 8 | 105.55 | 10-2210-410 |
| | | | | <u>\$4,014.72</u> | |
| CDW GOVERNMENT INC. | | LAPTOPS (12) | 8 | 5,538.32 | 10-2190-700 |
| | | LAPTOPS - DW MASTORS | 8 | 1,000.00 | 10-2215-700 |
| | | CHAIR | 8 | 426.39 | 10-2660-410 |
| | | MS OFFICE SOFTWARE LICENSES (280) | 8 | 7,406.00 | 10-2660-410 |
| | | BATTERY | 8 | 243.19 | 10-2660-410 |
| | | PROJECTOR LAMPS (6) | 8 | 594.00 | 10-2660-410 |
| | | PROJECTOR | 8 | 839.00 | 10-2660-700 |
| | | IPAD CASES (50) | 8 | 2,461.00 | 10-2660-410 |
| | | PROJECTORS (5) | 8 | 3,601.33 | 10-2660-700 |
| | | CALCULATORS (7) | 8 | 1,037.82 | 10-1120-418 |
| | | | | <u>\$23,147.05</u> | |
| CENTER FOR THE COLLABORATIVE | 0000009781 | MAKING MEANING CLASS SETS (8) | 8 | 5,184.00 | 10-1111-700 |
| | | | | <u>\$5,184.00</u> | |
| CERAMIC SUPPLY CHICAGO | 0000009681 | ART CLASS CLAY | 8 | 310.00 | 10-1120-411 |
| | | | | <u>\$310.00</u> | |
| CHRIS ERICKSON PETTY CASH | | REIMB SPED PETTY CASH | 8 | 433.71 | 10-1200-410 |
| | | | | <u>\$433.71</u> | |
| CITICARE TRANSPORTATION | | 6/6/15-6/25/15 SPED TRANSPORT | 8 | 1,271.75 | 40-2550-331 |
| | | 5/26/15-6/5/15 SPED TRANSPORT | 8 | 1,605.95 | 40-2550-331 |

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|------------------------------------|-------------|--|---------|-------------------|----------------------|
| | | | | <u>\$2,877.70</u> | |
| COMMITTEE FOR CHILDREN | | | | | |
| | 000009754 | LESSON NOTEBOOKS (8) | 8 | 1,272.00 | 10-1112-419 |
| | 000009754 | LESSON NOTEBOOKS (2) | 8 | 358.00 | 10-1112-419 |
| | | | | <u>\$1,630.00</u> | |
| CONSERV FS INC | | | | | |
| | | ATHLETIC FIELD SUPPLIES | 8 | 173.10 | 20-2540-410 |
| | | ATHLETIC FIELD SUPPLIES | 8 | 1,819.00 | 20-2540-410 |
| | | | | <u>\$1,992.10</u> | |
| COVE SCHOOL INC., THE | | | | | |
| | | PRIVATE SCHOOL TUITION | 8 | 4,754.20 | 10-1912-670 |
| | | PRIVATE SCHOOL TUITION | 8 | 1,188.55 | 10-1912-670 |
| | | | | <u>\$5,942.75</u> | |
| COVER ONE | | | | | |
| | 000009684 | GLUE STRIP PACKS | 8 | 108.90 | 10-2220-700 |
| | 000009684 | BOOK BINDING MACHINE | 8 | 1,314.50 | 10-2220-700 |
| | | | | <u>\$1,423.40</u> | |
| CPM EDUCATIONAL PROGRAM | | | | | |
| | 000009670 | CORE CONNECTION SERIES TXTBKS | 8 | 8,114.86 | 10-1100-420 |
| | | | | <u>\$8,114.86</u> | |
| CROWN GLOBAL CONSULTING LLC | | | | | |
| | | INTERVIEW SERVICES - HERION | 8 | 550.00 | 10-2310-392 |
| | | INTERVIEW WORKSHOP - STANLEY | 8 | 1,700.00 | 10-2520-312 |
| | | | | <u>\$2,250.00</u> | |
| CUSTOM SOLUTIONS | | | | | |
| | | ASSITIVE DEVICE DESIGN | 8 | 5,306.14 | 10-1200-314 |
| | | ASSITIVE DEVICE | 8 | 594.77 | 10-1200-700 |
| | | | | <u>\$5,900.91</u> | |
| DE MOXO, CATHERINE | | | | | |
| | | REIMB SPANISH SUPPLIES | 8 | 74.82 | 10-1111-413 |
| | | | | <u>\$74.82</u> | |
| DELTA EDUCATION | | | | | |
| | 000009844 | NEXT GEN SOUND & LIGHT KITS (4) | 8 | 4,341.12 | 10-1100-420 |
| | | | | <u>\$4,341.12</u> | |
| DEMCO | | | | | |
| | 000009695 | MISC LIBRARY SUPPLIES | 8 | 240.02 | 10-2220-410 |
| | 000009734 | ELMER'S GLUE STICKS 30/PKG | 8 | 18.55 | 10-2220-410 |
| | 000009734 | NORBOND LIQUID GLASS PLASTIC ADHESIVE | 8 | 4.92 | 10-2220-410 |
| | 000009734 | 3"X3" POST-IT NOTES | 8 | 17.88 | 10-2220-410 |
| | 000009734 | NONGLARE LABEL PROTECTORS 1-1/4' X3-1/4" | 8 | 29.06 | 10-2220-410 |
| | 000009734 | DEMCO BOOK CLEANER PRINT | 8 | 7.00 | 10-2220-410 |
| | 000009734 | NONGLARE LABEL PROTECTORS 2"X3" | 8 | 67.13 | 10-2220-410 |
| | 000009734 | PAPER LABELS 29/32: X 1-1/2" | 8 | 29.57 | 10-2220-410 |
| | | | | <u>\$414.13</u> | |
| DIDAX EDUCATION RESOURCES | | | | | |
| | 000009769 | ADDITION & SUBTRACTION BKS (8) | 8 | 287.60 | 10-1111-417 |

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|-------------------------------------|-------------|------------------------------------|---------|--------------------|----------------------|
| | 000009769 | COUNTING COMPARING PATTERN BKS (8) | 8 | 287.60 | 10-1111-417 |
| | | | | <u>\$575.20</u> | |
| DISCOUNT MAGAZINE SUBSCRIPTI | | | | | |
| | 000009709 | MAGAZINE SUBSCRIPTIONS | 8 | 1,446.25 | 10-2220-440 |
| | 000009710 | MAGAZINE SUBSCRIPTIONS | 8 | 894.94 | 10-2220-440 |
| | | | | <u>\$2,341.19</u> | |
| DUROWELD COMPANY INC | | | | | |
| | | TRUCK REPAIR - 2009 FORD | 8 | 3,285.00 | 20-2540-319 |
| | | | | <u>\$3,285.00</u> | |
| EAI EDUCATION | | | | | |
| | 000009746 | QUIET SHAPE DICE | 8 | 96.50 | 10-1111-413 |
| | 000009770 | MATH TEACHING AIDS | 8 | 563.77 | 10-1111-418 |
| | | | | <u>\$660.27</u> | |
| EBSCO | | | | | |
| | 000009708 | MAGAZINE SUBSCRIPTIONS | 8 | 797.93 | 10-2220-440 |
| | 000009741 | NOVELIST SUBSCRIPTION | 8 | 273.00 | 10-2220-392 |
| | | | | <u>\$1,070.93</u> | |
| ECRA GROUP INCORPORATED | | | | | |
| | | ECRISS CONTRACT | 8 | 18,198.00 | 10-2620-392 |
| | | | | <u>\$18,198.00</u> | |
| ED-RED | | | | | |
| | | MEMBERSHIP DUES | 8 | 2,250.00 | 10-2320-640 |
| | | | | <u>\$2,250.00</u> | |
| ENGLER BAASTEN & SRAGA | | | | | |
| | | LEGAL SERVICES | 8 | 5,607.00 | 10-2310-318 |
| | | LEGAL SERVICES | 8 | 1,743.00 | 10-2310-318 |
| | | | | <u>\$7,350.00</u> | |
| ERICKSON, CHRIS | | | | | |
| | | REIMB NIHIP CONF TRAVEL | 8 | 22.09 | 10-2520-312 |
| | | | | <u>\$22.09</u> | |
| ERNIES WRECKER SERVICE INC | | | | | |
| | | OIL CHANGE - 2009 FORD | 8 | 64.71 | 20-2540-319 |
| | | | | <u>\$64.71</u> | |
| ESSCOE | | | | | |
| | | ALARM TEST/INSPECTION - DW | 8 | 1,632.00 | 40-2550-329 |
| | | ALARM TEST/INSPECTION - SP | 8 | 813.96 | 40-2550-329 |
| | | ALARM TEST/INSPECTION - RIVERSHIRE | 8 | 265.92 | 40-2550-329 |
| | | ALARM TEST/INSPECTION - HD | 8 | 1,632.00 | 40-2550-329 |
| | | | | <u>\$4,343.88</u> | |
| ET PADDOCK | | | | | |
| | | BLEACHER INSPECTIONS - DW | 8 | 790.00 | 20-2540-329 |
| | | | | <u>\$790.00</u> | |
| FABISCH CLARK, ANETA | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| FAULKS BROTHERS CONSTRUCTIO | | | | | |

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|--------------------------------------|-------------|------------------------------------|---------|-------------------|----------------------|
| | | TOP SOIL HD RESTORATION | 8 | 934.12 | 20-2540-410 |
| | | | | <u>\$934.12</u> | |
| Feld, Monica | | | | | |
| | | REIMB CLASS SUPPLIES | 8 | 33.98 | 10-1111-410 |
| | | | | <u>\$33.98</u> | |
| FILTER SERVICES INC. | | | | | |
| | | DISTRICT HVAC FILTERS | 8 | 1,549.74 | 20-2540-410 |
| | | | | <u>\$1,549.74</u> | |
| FOLLETT SCHOOL SOLUTIONS | | | | | |
| | 0000009694 | LIBRARY BOOKS - HJELM | 8 | 146.50 | 10-2215-410 |
| | 0000009694 | LIBRARY BOOKS - HJELM | 8 | 103.50 | 10-2215-410 |
| | 0000009738 | LIBRARY BOOKS | 8 | 584.38 | 10-2220-430 |
| | 0000009738 | LIBRARY BOOKS | 8 | 1,828.87 | 10-2220-430 |
| | 0000009740 | LIBRARY BOOKS | 8 | 499.49 | 10-1100-420 |
| | 0000009740 | LIBRARY BOOKS | 8 | 3,410.58 | 10-1100-420 |
| | | | | <u>\$6,573.32</u> | |
| FRONTLINE TECHNOLOGIES | | | | | |
| | | VERITIME SUBSCRIPTION | 8 | 3,000.00 | 10-2520-392 |
| | | | | <u>\$3,000.00</u> | |
| GABRIEL ENVIRONMENTAL SERVIC | | | | | |
| | | HD TANK REMOVAL PROJECT | 8 | 1,064.71 | 20-2540-500 |
| | | | | <u>\$1,064.71</u> | |
| GALE/CENGAGE LEARNING | | | | | |
| | | US HISTORY/SCIENCE IN CONTEXT SETS | 8 | 1,088.70 | 10-2210-410 |
| | 0000009685 | SCIENCE ENCYCLOPEDIA SETS (2) | 8 | 2,094.79 | 10-1100-420 |
| | | | | <u>\$3,183.49</u> | |
| GENESIS TECHNOLOGIES | | | | | |
| | | PRINTER REPAIR | 8 | 249.00 | 10-2660-319 |
| | | | | <u>\$249.00</u> | |
| GEWALT HAMILTON ASSOC INC | | | | | |
| | | ENGINEERING SERVICES | 8 | 1,500.00 | 10-2310-319 |
| | | ENGINEERING SERVICES | 8 | 2,351.00 | 10-2310-319 |
| | | ENGINEERING SERVICES | 8 | 1,344.00 | 10-2310-319 |
| | | | | <u>\$5,195.00</u> | |
| GRAINGER | | | | | |
| | | SHOP SUPPLIES | 8 | 7.66 | 20-2540-410 |
| | | | | <u>\$7.66</u> | |
| GRAPHIC 14 INCORPORATED | | | | | |
| | 0000009964 | PAPER | 8 | 166.84 | 10-2520-412 |
| | | | | <u>\$166.84</u> | |
| GRAYBAR ELECTRIC COMPANY, IN | | | | | |
| | | REPLACEMENT LIGHT BULBS | 8 | 247.68 | 20-2540-410 |
| | | REPLACEMENT STAGE LIGHTING - SP | 8 | 4,161.76 | 20-2540-410 |
| | | | | <u>\$4,409.44</u> | |
| GREAT LAKES COCA COLA DISTRIE | | | | | |
| | | SODA/WATER - HD | 8 | 480.00 | 10-2310-410 |

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|---|-------------|----------------------------------|---------|-------------------|----------------------|
| | | | | <u>\$480.00</u> | |
| GROWER EQUIPMENT & SUPPLY | | | | | |
| | | PRESSURE WASHER PARTS | 8 | 95.55 | 20-2540-410 |
| | | | | <u>\$95.55</u> | |
| HANDCOCK, KAY | | | | | |
| | | REIMB CLASS SUPPLIES | 8 | 76.88 | 10-1225-410 |
| | | | | <u>\$76.88</u> | |
| HANDWRITING WITHOUT TEARS | | | | | |
| 0000009771 | | ELA SUPPLIES | 8 | 758.01 | 10-1111-417 |
| 0000009782 | | HANDWRITING PAPER REAMS (12) | 8 | 155.10 | 10-1111-412 |
| 0000009783 | | PRINTING POWER GR. 2 | 8 | 668.14 | 10-1111-417 |
| 0000009783 | | WRITING NOTEBOOK | 8 | 560.01 | 10-1111-417 |
| | | | | <u>\$2,141.26</u> | |
| HARDING MECHANICAL | | | | | |
| | | HVAC REPAIR | 8 | 274.00 | 20-2540-329 |
| | | HVAC REPAIR | 8 | 518.00 | 20-2540-329 |
| | | PUMP REPAIR | 8 | 335.00 | 20-2540-329 |
| | | | | <u>\$1,127.00</u> | |
| HEARTLAND HEALTH OUTREACH C | | | | | |
| | | TRANSLATION SERVICES | 8 | 155.55 | 10-1200-314 |
| | | | | <u>\$155.55</u> | |
| Heath, Michelle | | | | | |
| | | REIMB ACTFL REGISTRATION | 8 | 125.00 | 10-2210-312 |
| | | REIMB ACTFL TRAVEL | 8 | 248.40 | 10-2210-312 |
| | | | | <u>\$373.40</u> | |
| HEINEMANN | | | | | |
| 0000009772 | | LLI MAY WRITING BKS (198) | 8 | 290.40 | 10-1111-417 |
| | | | | <u>\$290.40</u> | |
| HOME DEPOT CREDIT SERVICES | | | | | |
| | | SHOP SUPPLIES | 8 | 44.83 | 20-2540-410 |
| | | SHOP SUPPLIES | 8 | 50.88 | 20-2540-410 |
| | | SHOP SUPPLIES | 8 | 17.91 | 20-2540-410 |
| | | | | <u>\$113.62</u> | |
| HOUGHTON MIFFLIN HARCOURT | | | | | |
| 0000009673 | | TESTING BOOK - AUTHOR VISIT | 8 | 823.50 | 10-2220-410 |
| 0000009784 | | STUDENT WORKBOOKS | 8 | 4,664.00 | 10-1111-418 |
| 0000009785 | | STUDENT WORKBOOKS | 8 | 3,731.20 | 10-1111-418 |
| | | | | <u>\$9,218.70</u> | |
| ICE SNOW REMOVAL & LANDSCAPI | | | | | |
| | | DIST WEED CONTROL, FERTILIZATION | 8 | 2,525.00 | 20-2540-329 |
| | | | | <u>\$2,525.00</u> | |
| ILLINOIS SCHOOL LIBRARY MEDIA . | | | | | |
| 0000009923 | | MEMBERSHIP RENEWALS (3) | 8 | 195.00 | 10-2220-640 |
| | | | | <u>\$195.00</u> | |
| INNER SECURITY SYSTEMS INC | | | | | |
| | | FIRE ALARM MONITORING - HD | 8 | 246.00 | 20-2540-329 |

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|--|-------------|----------------------------------|---------|--------------------|----------------------|
| | | FIRE ALARM MONITORING - DW | 8 | 246.00 | 20-2540-329 |
| | | FIRE ALARM MONITORING - RS | 8 | 246.00 | 20-2540-329 |
| | | RADIO RENTAL - SP | 8 | 156.00 | 20-2540-329 |
| | | | | <u>\$894.00</u> | |
| IXL SUBSCRIPTION DEPARTMENT | | | | | |
| | 0000009838 | IXL SITE LICENSE | 8 | 4,300.00 | 10-1100-392 |
| | | | | <u>\$4,300.00</u> | |
| IYER, VENKAT & KARPAGAM | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| JOLLY LEARNING LTD | | | | | |
| | 0000009773 | LETTER SOUND CARDS (180) | 8 | 88.22 | 10-1111-417 |
| | | | | <u>\$88.22</u> | |
| K HOVING RECYCLING & DISPOSAL | | | | | |
| | | DUMPSTER SERVICE | 8 | 356.69 | 20-2540-329 |
| | | | | <u>\$356.69</u> | |
| KEIL, MARY ANN | | | | | |
| | | REIMB RETIREE INSURANCE | 8 | 426.30 | 10-1111-225 |
| | | | | <u>\$426.30</u> | |
| KELLEY LANDSCAPE & PATIO | | | | | |
| | | DIST LANDSCAPE MAINT - JULY | 8 | 2,849.00 | 20-2540-329 |
| | | RIVERSHIRE DECK REPLACEMENT | 8 | 25,000.00 | 20-2540-500 |
| | | DIST LANDSCAPE MAINT - MAY | 8 | 2,849.00 | 20-2540-329 |
| | | LANDSCAPE MNT/SPRING CLEAN - APR | 8 | 3,699.30 | 20-2540-329 |
| | | ATHLETIC FIELD MAINTENANCE | 8 | 550.00 | 20-2540-329 |
| | | DIST LANDSCAPE MAINT - JUNE | 8 | 2,849.00 | 20-2540-329 |
| | | REPAIR TURF - SP PLAYGROUND | 8 | 2,780.00 | 20-2540-329 |
| | | | | <u>\$40,576.30</u> | |
| KOWAL, KRISTINE | | | | | |
| | | REIMB RETIREE INSURANCE | 8 | 15.12 | 10-2130-225 |
| | | | | <u>\$15.12</u> | |
| KRAUSE ELECTRICAL CONTRACTO | | | | | |
| | | LIGHTING PROJECT- HD | 8 | 18,651.56 | 20-2540-500 |
| | | | | <u>\$18,651.56</u> | |
| KUCHAIDZE, LYUBOV | | | | | |
| | | REIMB GUIDED LUNCH BALANCE | 8 | 13.01 | 10-1200-410 |
| | | | | <u>\$13.01</u> | |
| LAKE COOK DISTRIBUTORS | | | | | |
| | 0000009671 | MILES TO GO FOR FREEDOM BKS (5) | 8 | 103.80 | 10-1100-420 |
| | 0000009671 | MILES TO GO FOR FREEDOM BKS (45) | 8 | 934.20 | 10-1100-420 |
| | 0000009683 | ELA BOOKS | 8 | 5,141.90 | 10-1100-420 |
| | 0000009697 | LIBRARY BOOKS | 8 | 610.98 | 10-2220-430 |
| | | | | <u>\$6,790.88</u> | |
| LAKE COUNTY EDUCATIONAL SERI | | | | | |
| | | ELL WORKSHOP REGISTRATION | 8 | 205.00 | 10-2210-312 |
| | | | | <u>\$205.00</u> | |

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|-------------------------------------|-------------|--------------------------------------|---------|-------------------|----------------------|
| LAKESHORE LEARNING MATERIAL: | | | | | |
| | 0000009748 | MAGNETIC WHITE BOARD | 8 | 137.98 | 10-1111-413 |
| | 0000009775 | WRITING PROCESS STUDENT FOLDERS (30) | 8 | 68.97 | 10-1111-417 |
| | 0000009776 | WRITE & WIPE LAPBOARD ERASERS (140) | 8 | 241.34 | 10-1111-419 |
| | 0000009777 | NUMBER STAMPS | 8 | 45.93 | 10-1111-418 |
| | 0000009777 | 10 FRAME ANSWER BOARD | 8 | 34.47 | 10-1111-418 |
| | 0000009777 | MATH TEACHING AID | 8 | 172.36 | 10-1111-418 |
| | | | | <u>\$701.05</u> | |
| LAPIN, HEATHER | | | | | |
| | | REIMB CLASS SUPPLIES | 8 | 55.41 | 10-1111-410 |
| | | | | <u>\$55.41</u> | |
| LAUREATE DAY SCHOOL | | | | | |
| | | PRIVATE SCHOOL TUITION | 8 | 970.18 | 10-1912-670 |
| | | PRIVATE SCHOOL TUITION | 8 | 4,875.40 | 10-1912-670 |
| | | | | <u>\$5,845.58</u> | |
| LEARNING A-Z | | | | | |
| | 0000009704 | VOCABULARYA-Z.COM SUBSCR | 8 | 279.60 | 10-1100-392 |
| | 0000009704 | WRITINGA-Z.COM SUBSCR | 8 | 79.95 | 10-1100-392 |
| | 0000009704 | SCIENCEA-Z.COM SUBSCR | 8 | 239.85 | 10-1100-392 |
| | 0000009704 | RAZ-KIDS.COM SUBSCR | 8 | 2,399.40 | 10-1100-392 |
| | 0000009704 | READING A-Z.COM SUBSCR | 8 | 2,484.05 | 10-1100-392 |
| | | | | <u>\$5,482.85</u> | |
| LEARNING FORWARD | | | | | |
| | 0000009675 | COMPREHENSIVE MEMB DUES | 8 | 159.00 | 10-2210-640 |
| | 0000009675 | STATE AFFILIATE DUES | 8 | 35.00 | 10-2210-640 |
| | | | | <u>\$194.00</u> | |
| LEARNING RESOURCES | | | | | |
| | 0000009778 | 1-100 MAGNETIC NUMBER LINE | 8 | 23.57 | 10-1111-418 |
| | 0000009778 | COUNTING FRAME | 8 | 35.36 | 10-1111-418 |
| | | | | <u>\$58.93</u> | |
| LENZINI, LAUREN | | | | | |
| | | REIMB CLASS PROJ SUPPLIES | 8 | 47.96 | 10-1111-414 |
| | | REIMB CLASS SUPPLIES | 8 | 281.83 | 10-1111-410 |
| | | | | <u>\$329.79</u> | |
| LINCOLNSHIRE, VILLAGE OF | | | | | |
| | | ELECTRICITY - RS | 8 | 7.15 | 10-2540-466 |
| | | | | <u>\$7.15</u> | |
| LITTLEFAIR, MELODY | | | | | |
| | | REIMB OFFICE PROF DEVELOP BKS | 8 | 60.75 | 10-2410-410 |
| | | REIMB PARCC CELEBRATION STAFF FOOD | 8 | 47.86 | 10-2410-410 |
| | | REIMB 5TH GRADE INTERVIEW LUNCH | 8 | 36.25 | 10-2410-410 |
| | | | | <u>\$144.86</u> | |
| Lunardi, Laura | | | | | |
| | | REIMB CLASSRM SUPPLIES | 8 | 132.85 | 10-1111-410 |
| | | | | <u>\$132.85</u> | |
| MAKE MUSIC | | | | | |

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|----------------------------------|-------------|-------------------------------------|---------|-------------------|----------------------|
| | | SMARTMUSIC SUBSCRIPTION | 8 | 140.00 | 10-1190-410 |
| | | | | <u>\$140.00</u> | |
| MCCAFFER, STEPHANIE | | | | | |
| | | REIMB GUIDED CLASSRM SUPPLIES | 8 | 45.16 | 10-1200-410 |
| | | | | <u>\$45.16</u> | |
| MIDCO | | | | | |
| | | TELEPHONE REPAIRS | 8 | 45.00 | 10-2660-319 |
| | | | | <u>\$45.00</u> | |
| MIDLAND PAPER | | | | | |
| | 0000009990 | COPY PAPER | 8 | 4,089.75 | 10-2520-412 |
| | | | | <u>\$4,089.75</u> | |
| MIDWEST TRANSIT EQUIPMENT | | | | | |
| | | BUS 19 REPAIR COOLANT LEAK | 8 | 116.60 | 40-2550-329 |
| | | BUS 2 REPAIR WINDOW FRAME | 8 | 149.29 | 40-2550-319 |
| | | BUS 22 RPLC DOOR GLSS & LIGHT | 8 | 202.40 | 40-2550-329 |
| | | BUS 8 RPLC CRNKCASE BRTHR | 8 | 205.79 | 40-2550-319 |
| | | BUS 14 RPLC CRNKCASE BRTHR | 8 | 216.39 | 40-2550-319 |
| | | BUS 8 RPLC BREACHED DPF | 8 | 31.80 | 40-2550-319 |
| | | BUS 17 SFTY LN INSP, OIL CHNG | 8 | 431.40 | 40-2550-329 |
| | | BUS 20 SFTY LN INSPC, OIL CHNG | 8 | 451.10 | 40-2550-329 |
| | | BUS 7 SFTY LN INSPC, OIL CHNG | 8 | 454.50 | 40-2550-329 |
| | | BUS 26 SFTY LN INSPC, OIL CHNG | 8 | 549.53 | 40-2550-329 |
| | | BUS 19 SFTY LN INSPC, OIL CHNG | 8 | 651.85 | 40-2550-329 |
| | | BUS 15 SFTY LN INSPC, RPLC DOOR GLS | 8 | 719.30 | 40-2550-329 |
| | | BUS 6 REPAIRED COOLANT LEAK | 8 | 74.20 | 40-2550-329 |
| | | | | <u>\$4,254.15</u> | |
| MUSIC IN MOTION | | | | | |
| | 0000009899 | MUSIC FUN FOR LITTLE ONES | 8 | 16.71 | 10-1190-410 |
| | 0000009899 | CLEF AND NOTE WALL DECOR | 8 | 22.30 | 10-1190-410 |
| | 0000009899 | MUSIC FOR CREATIVE MOVEMENT | 8 | 39.07 | 10-1190-410 |
| | 0000009899 | BOOMWHACKERS BUILDING BLOCKS-SONG | 8 | 25.67 | 10-1190-410 |
| | | | | <u>\$103.75</u> | |
| MUTUAL ACE HARDWARE | | | | | |
| | | COMM ENGAGEMENT NIGHT TABLE RNTL | 8 | 165.80 | 10-2310-392 |
| | | SHOP SUPPLIES - HD | 8 | 32.82 | 20-2540-410 |
| | | | | <u>\$198.62</u> | |
| MY LEARNING PLAN INC | | | | | |
| | | MLP SUPBSCRIPTION | 8 | 3,621.00 | 10-2210-392 |
| | | | | <u>\$3,621.00</u> | |
| NASCO | | | | | |
| | 0000009787 | TEACHING AIDS | 8 | 307.84 | 10-1111-418 |
| | | | | <u>\$307.84</u> | |
| NCS PEARSON INC | | | | | |
| | 0000009655 | CELF-5/EVT-2 RECORD FORMS | 8 | 142.05 | 10-2150-410 |
| | | | | <u>\$142.05</u> | |
| NETCHEMIA | | | | | |

Bills Payable List

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| Vendor Name | P.O. Number | Description | Batch # | Amount | State Account Number |
|---------------------------------------|-------------|----------------------------------|---------|--------------------|----------------------|
| | 0000009910 | TALENTED SUBSCR | 8 | 7,993.65 | 10-2620-392 |
| | | | | <u>\$7,993.65</u> | |
| NETRIX | | | | | |
| | 0000009713 | WIRELESS UPGRADES | 8 | 39,295.70 | 10-2660-500 |
| | | | | <u>\$39,295.70</u> | |
| NETWORK SERVICES COMPANY | | | | | |
| | | CUSTODIAL SUPPLIES - SP | 8 | 647.26 | 20-2540-410 |
| | | CUSTODIAL SUPPLIES - DW | 8 | 68.37 | 20-2540-410 |
| | | CUSTODIAL SUPPLIES - DW | 8 | 2,633.82 | 20-2540-410 |
| | | CUSTODIAL SUPPLIES - HD | 8 | 1,663.22 | 20-2540-410 |
| | | CUSTODIAL SUPPLIES - DW | 8 | 733.52 | 20-2540-410 |
| | | | | <u>\$5,746.19</u> | |
| NEWSELA | | | | | |
| | 0000009846 | NEWSELA SITE SUBSCRIPTION | 8 | 6,000.00 | 10-2211-390 |
| | | | | <u>\$6,000.00</u> | |
| NIZIOLEK, JACKIE | | | | | |
| | | REIMB TUITION | 8 | 1,290.00 | 10-1111-230 |
| | | | | <u>\$1,290.00</u> | |
| NORTH AMERICAN | | | | | |
| | | EQUIPMENT REPAIR PARTS | 8 | 647.33 | 20-2540-410 |
| | | | | <u>\$647.33</u> | |
| NORTHWEST SUBURBAN SPECIAL | | | | | |
| | | SPED TUITION | 8 | 4,261.70 | 10-4220-670 |
| | | SPEC ED TRANS SERVICES | 8 | 1,151.00 | 40-2550-331 |
| | | BUS AIDE | 8 | 3,199.80 | 40-2550-331 |
| | | | | <u>\$8,612.50</u> | |
| OTTO, TABATHA | | | | | |
| | | REIMB DW SHOWCASE SUPPLIES | 8 | 59.76 | 10-2220-410 |
| | | | | <u>\$59.76</u> | |
| PADDOCK PUBLICATIONS | | | | | |
| | | PREVAILING WAGE CLASSIFIED AD | 8 | 257.60 | 10-2310-392 |
| | | | | <u>\$257.60</u> | |
| PAPPAS, KIM | | | | | |
| | | REIMB GUIDED CLASS LUNCH BALANCE | 8 | 6.26 | 10-1200-410 |
| | | | | <u>\$6.26</u> | |
| PARDINI, TRACY | | | | | |
| | | REIMB TUITION | 8 | 1,190.00 | 10-1120-230 |
| | | | | <u>\$1,190.00</u> | |
| PATEL, SONAL | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| PEAK PLUMBING & MECHANICAL | | | | | |
| | | BATHROOM PROJ - SP | 8 | 8,290.74 | 20-2540-500 |
| | | IRRIGATION MANAGEMENT - DW | 8 | 169.00 | 20-2540-329 |
| | | | | <u>\$8,459.74</u> | |
| PEARSON EDUCATION | | | | | |

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| Vendor Name | P.O. Number | Description | Batch # | Amount | State Account Number |
|-----------------------------------|-------------|-------------------------------------|---------|-------------------|----------------------|
| | 0000009789 | WORD PATTERN PACK | 8 | 375.00 | 10-1111-417 |
| | | | | <u>\$375.00</u> | |
| PERFECTION LEARNING CORP. | | | | | |
| | 0000009790 | LARGE PAPERBACK BLANK BK (25) | 8 | 96.25 | 10-1111-417 |
| | 0000009790 | SMALL HARDCOVER BLANK BK (141) | 8 | 612.65 | 10-1111-417 |
| | 0000009790 | LARGE HARDCOVER BLANK BK (111) | 8 | 518.92 | 10-1111-417 |
| | | | | <u>\$1,227.82</u> | |
| PPG ARCHITECTURAL FINISHES | | | | | |
| | | PAINT SUPPLIES | 8 | 159.18 | 20-2540-410 |
| | | | | <u>\$159.18</u> | |
| QUILL CORPORATION | | | | | |
| | | OFFICE SUPPLIES/CROSSING GUARD VEST | 8 | 101.52 | 40-2550-410 |
| | | REFLECTIVE VESTS | 8 | 62.97 | 40-2550-410 |
| | | CROSSING GUARD VEST (SUMMER) | 8 | 7.19 | 40-2550-410 |
| | | TONER CARTRIDGES (6) | 8 | 989.94 | 10-2660-414 |
| | 0000009690 | OFFICE SUPPLIES | 8 | 371.80 | 10-2410-410 |
| | 0000009791 | FILE FOLDERS | 8 | 15.29 | 10-1111-412 |
| | 0000009792 | OFFICE SUPPLIES | 8 | 130.18 | 10-1111-419 |
| | 0000009792 | OFFICE SUPPLIES | 8 | 16.73 | 10-1111-419 |
| | 0000009793 | CLASSRM SUPPLIES | 8 | 991.01 | 10-1111-417 |
| | 0000009793 | CLASSRM SUPPLIES | 8 | 70.84 | 10-1111-417 |
| | 0000009794 | LAMINATOR FILM ROLLS (30) | 8 | 645.00 | 10-2410-410 |
| | 0000009795 | OFFICE SUPPLIES | 8 | 322.30 | 10-2410-410 |
| | 0000009796 | OFFICE SUPPLIES | 8 | 48.36 | 10-1111-410 |
| | 0000009895 | OFFICE SUPPLIES | 8 | 176.21 | 10-2520-410 |
| | 0000009911 | OFFICE SUPPLIES | 8 | 243.47 | 10-2410-410 |
| | 0000009911 | OFFICE SUPPLIES | 8 | 32.20 | 10-2410-410 |
| | | | | <u>\$4,225.01</u> | |
| QUINLAN & FABISH MUSIC | | | | | |
| | | TUBA REPAIR | 8 | 45.00 | 10-1190-319 |
| | | EUPHONIUM REPAIR | 8 | 92.60 | 10-1190-319 |
| | | | | <u>\$137.60</u> | |
| REALLY GOOD STUFF | | | | | |
| | 0000009797 | COMMON CORE RESOURCE FOLDERS | 8 | 199.51 | 10-1111-417 |
| | 0000009798 | CLASSRM STORAGE CONTAINERS (5) | 8 | 921.35 | 10-1111-417 |
| | 0000009799 | READING TEACHING AIDS | 8 | 416.76 | 10-1111-417 |
| | 0000009800 | K MATH TEACHING AIDS | 8 | 469.06 | 10-1111-418 |
| | 0000009801 | DRY ERASERS (11) | 8 | 148.98 | 10-1111-419 |
| | 0000009802 | PRIVACY SHIELDS | 8 | 122.74 | 10-1111-419 |
| | 0000009803 | READING TEACHING AIDS | 8 | 146.97 | 10-1111-419 |
| | 0000009803 | READING TEACHING AIDS | 8 | 174.96 | 10-1111-419 |
| | 0000009803 | READING TEACHING AIDS | 8 | 874.80 | 10-1111-419 |
| | 0000009804 | ELA SUPPLIES | 8 | 905.17 | 10-1111-417 |
| | | | | <u>\$4,380.30</u> | |
| RICOH USA INC. | | | | | |
| | | COLOR COPIES - DW | 8 | 25.91 | 10-2410-325 |
| | | COLOR COPIES - HD | 8 | 7.79 | 10-2410-325 |

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|--|-------------|----------------------------|---------|--------------------|----------------------|
| | | COLOR COPIES - ADMIN | 8 | 175.21 | 10-2520-325 |
| | | COLOR COPIES - DW | 8 | 41.12 | 10-2410-325 |
| | | COLOR COPIES - HD | 8 | 14.89 | 10-2410-325 |
| | | COLOR COPIES - ADMIN | 8 | 165.26 | 10-2520-325 |
| | | | | <u>\$430.18</u> | |
| RTR KIDS RUGS | | | | | |
| | 0000009805 | RUG | 8 | 339.95 | 10-1111-419 |
| | 0000009806 | RUG | 8 | 339.95 | 10-1111-419 |
| | | | | <u>\$679.90</u> | |
| SALINAS & SONS | | | | | |
| | | IRRIGATION TIMER REPAIR | 8 | 100.00 | 20-2540-329 |
| | | | | <u>\$100.00</u> | |
| Salzman, Audrey | | | | | |
| | | REIMB CLASSRM SUPPLIES | 8 | 250.00 | 10-1111-410 |
| | | | | <u>\$250.00</u> | |
| SANDNER GROUP, THE | | | | | |
| | | TREASURERS BOND | 8 | 4,594.00 | 10-2310-690 |
| | | | | <u>\$4,594.00</u> | |
| SCARIANO HIMES & PETRARCA | | | | | |
| | | LEGAL SERVICES | 8 | 100.80 | 10-2310-318 |
| | | LEGAL SERVICES | 8 | 1,411.20 | 10-2310-318 |
| | | LEGAL SERVICES | 8 | 2,646.00 | 10-2310-318 |
| | | | | <u>\$4,158.00</u> | |
| SCHOOL DISTRICT 103 ACTIVITY AC | | | | | |
| | | YEARBOOK REVTRAK JUNE - SP | 8 | 2,160.00 | 10-403 |
| | | YEARBOOK REVTRAK JUNE - HD | 8 | 2,100.00 | 10-403 |
| | | YEARBOOK REVTRAK JUNE - DW | 8 | 6,350.00 | 10-403 |
| | | YEARBOOK CHECKS JUNE - HD | 8 | 20.00 | 10-403 |
| | | YEARBOOK CHECKS JUNE - DW | 8 | 25.00 | 10-403 |
| | | DW NJHS EOY TREATS - PCARD | 8 | (21.78) | 10-403 |
| | | YEARBOOK CHECKS JULY - SP | 8 | 220.00 | 10-403 |
| | | YEARBOOK CHECKS JULY - HD | 8 | 60.00 | 10-403 |
| | | YEARBOOK CHECKS JULY - DW | 8 | 131.00 | 10-403 |
| | | YEARBOOK REVTRAK JULY - SP | 8 | 2,060.00 | 10-403 |
| | | YEARBOOK REVTRAK JULY - HD | 8 | 1,908.00 | 10-403 |
| | | YEARBOOK REVTRAK JULY - DW | 8 | 4,110.00 | 10-403 |
| | | | | <u>\$19,122.22</u> | |
| SCHOOL SPECIALTY | | | | | |
| | 0000009808 | CLASSRM SUPPLIES | 8 | 108.91 | 10-1111-410 |
| | 0000009809 | CLASSRM SUPPLIES | 8 | 1,963.72 | 10-1111-411 |
| | 0000009810 | CLASSRM SUPPLIES | 8 | 1,093.38 | 10-1111-411 |
| | 0000009811 | CLASSRM SUPPLIES | 8 | 360.06 | 10-1111-411 |
| | 0000009814 | PAPER | 8 | 62.70 | 10-1111-412 |
| | 0000009814 | GRADE 2 PAPER ORDER | 8 | 2,586.66 | 10-1111-412 |
| | 0000009815 | WHITE TAGBOARD | 8 | 91.06 | 10-1111-412 |
| | 0000009815 | BUILDING PAPER ORDER | 8 | 3,665.93 | 10-1111-412 |
| | 0000009816 | CLASSRM SUPPLIES | 8 | 397.58 | 10-1111-412 |

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|-------------------------------------|-------------|---------------------------------|---------|--------------------|----------------------|
| | 000009818 | CLASSRM SUPPLIES | 8 | 404.95 | 10-1111-418 |
| | 000009819 | CLASSRM SUPPLIES | 8 | 1,654.43 | 10-1111-417 |
| | 000009821 | CLASSRM SUPPLIES | 8 | 528.64 | 10-1111-419 |
| | 000009824 | CLASSRM SUPPLIES | 8 | 197.46 | 10-1111-411 |
| | | | | <u>\$13,115.48</u> | |
| SHELL FLEET PLUS | | | | | |
| | | FUEL - O&M | 8 | 488.71 | 20-2540-464 |
| | | FUEL - TRANS | 8 | 1,136.20 | 20-2540-464 |
| | | | | <u>\$1,624.91</u> | |
| SHERIDAN AUTO PARTS | | | | | |
| | | HEADLAMPS & BULBS (OTHER) | 8 | 137.76 | 40-2550-329 |
| | | | | <u>\$137.76</u> | |
| SHOGREN FENCE INC | | | | | |
| | | FENCE INSTALL | 8 | 1,375.00 | 20-2540-329 |
| | | FENCE INSTALL | 8 | 850.00 | 20-2540-329 |
| | | | | <u>\$2,225.00</u> | |
| SIEMENS INDUSTRY | | | | | |
| | 000009742 | ID CARDS (200) | 8 | 960.00 | 10-2660-410 |
| | | | | <u>\$960.00</u> | |
| SKYWARD | | | | | |
| | | SKYLERT MESSAGING SYSTEM | 8 | 2,940.00 | 10-2660-392 |
| | 000009606 | TRAINING - DW | 8 | 1,690.00 | 10-2410-312 |
| | | | | <u>\$4,630.00</u> | |
| SMITH, SUSAN | | | | | |
| | | REIMB INTC STEM CONF TRAVEL | 8 | 195.79 | 10-2210-312 |
| | | | | <u>\$195.79</u> | |
| SOFTWARE & SERVICE GROUP | | | | | |
| | | SKYWARD CONF REG | 8 | 50.00 | 10-2410-312 |
| | | SKYWARD CONF REG | 8 | 50.00 | 10-2410-312 |
| | | | | <u>\$100.00</u> | |
| SOS VENTURES | | | | | |
| | | ATHLETIC FIELD EQUIPMENT RENTAL | 8 | 2,400.00 | 20-2540-325 |
| | | | | <u>\$2,400.00</u> | |
| SOUTHPAW ENTERPRISES | | | | | |
| | 000009510 | SQUEEZE MACHINE REP BANDS | 8 | 44.00 | 10-1200-410 |
| | | | | <u>\$44.00</u> | |
| SPEECH PATH SPECIALISTS | | | | | |
| | | SPEECH LANGUAGE SERVICES | 8 | 3,431.25 | 10-2150-314 |
| | | | | <u>\$3,431.25</u> | |
| STATE INDUSTRIAL PRODUCTS | | | | | |
| | | CUSTODIAL SUPPLIES - DW | 8 | 457.00 | 20-2540-410 |
| | | CUSTODIAL SUPPLIES - HD | 8 | 490.40 | 20-2540-410 |
| | | CUSTODIAL SUPPLIES - SP | 8 | 490.40 | 20-2540-410 |
| | | | | <u>\$1,437.80</u> | |
| Stenberg, Amy | | | | | |
| | | REIMB TUITION | 8 | 300.00 | 10-1120-230 |

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|-------------------------------------|-------------|--|---------|-------------------|----------------------|
| | | | | <u>\$300.00</u> | |
| SUDDATH RELOCATION SYSTEMS | | | | | |
| | | STORAGE RENTAL | 8 | 516.00 | 20-2540-325 |
| | | | | <u>\$516.00</u> | |
| SUNSET FOODS | | | | | |
| | | PRE-PERA TRAINING BREAKFAST | 8 | 52.07 | 10-2320-312 |
| | | BOE MTG FOOD 6/30 | 8 | 12.93 | 10-2310-410 |
| | | BOE MTG FOOD 7/13 | 8 | 58.99 | 10-2310-410 |
| | | | | <u>\$123.99</u> | |
| TEACHERS DISCOVERY | | | | | |
| 0000009660 | | SPANISH CLASSRM SUPPLIES | 8 | 353.63 | 10-1120-413 |
| 0000009749 | | SPANISH CLASSRM SUPPLIES | 8 | 101.39 | 10-1111-413 |
| | | | | <u>\$455.02</u> | |
| THERAPY SHOPPE, INC. | | | | | |
| 0000009826 | | PENCILS (288) | 8 | 527.91 | 10-1111-419 |
| | | | | <u>\$527.91</u> | |
| THYBONY PAINT | | | | | |
| | | PAINT SUPPLIES | 8 | 345.11 | 20-2540-410 |
| | | | | <u>\$345.11</u> | |
| TING SI OR WENYE ZHU | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| TINLEY, RUTH | | | | | |
| | | REIMB RETIREE INSURANCE | 8 | 1,030.41 | 10-1120-225 |
| | | | | <u>\$1,030.41</u> | |
| TOLEDO PE SUPPLY CO. | | | | | |
| 0000009737 | | 12" POLY SQUARES | 8 | 63.87 | 10-2220-410 |
| | | | | <u>\$63.87</u> | |
| TRAXLER, SUE | | | | | |
| | | REIMB RETIREE INSURANCE | 8 | 251.33 | 10-1120-225 |
| | | | | <u>\$251.33</u> | |
| TYCO INTEGRATED SECURITY LLC | | | | | |
| | | ALARM MONITORING - HD | 8 | 151.25 | 20-2540-329 |
| | | | | <u>\$151.25</u> | |
| TYLER TECHNOLOGIES | | | | | |
| | | MAINTENANCE AND SUPPORT FLT VISION | 8 | 730.00 | 40-2550-392 |
| | | D.BLACK TRAINING "PREP STUDENTS & ROUTES " | 8 | 225.00 | 40-2550-312 |
| | | | | <u>\$955.00</u> | |
| US POSTAL SERVICE | | | | | |
| | | POSTAGE - DW | 8 | 4,000.00 | 10-2520-342 |
| | | | | <u>\$4,000.00</u> | |
| Vasey, Simon | | | | | |
| | | REIMB ISTE CONF TRAVEL | 8 | 1,175.62 | 10-2211-390 |
| | | | | <u>\$1,175.62</u> | |
| VERNIER SOFTWARE | | | | | |

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|--------------------------------|-------------|-------------------------------|---------------------|----------------------------|----------------------|
| | 000009712 | TEACHING AIDS (245) - LFF | 8 | 20,240.72 | 10-2215-410 |
| | | | | <u>\$20,240.72</u> | |
| Verschoor, Kathy | | | | | |
| | | REIMB OFFICE SUPPLIES | 8 | 42.56 | 10-2410-410 |
| | | | | <u>\$42.56</u> | |
| WESTONE | | | | | |
| | | HEARING AID REPAIR | 8 | 7.88 | 10-2150-314 |
| | | | | <u>\$7.88</u> | |
| WIGHT | | | | | |
| | | 10 YR LIFE SAFETY SURVEY | 8 | 8,254.16 | 10-2310-319 |
| | | COMMUNITY ENGAGEMENT SERVICES | 8 | 4,585.73 | 10-2310-319 |
| | | | | <u>\$12,839.89</u> | |
| WOODYS TREE SERVICE INC | | | | | |
| | | DMGD LIMB REMOVAL, TREE TRIM | 8 | 950.00 | 20-2540-329 |
| | | TREE WORK - DW | 8 | 11,500.00 | 20-2540-329 |
| | | | | <u>\$12,450.00</u> | |
| ZHANG, JIE | | | | | |
| | | REFUND YB OVERPAYMENT | 8 | 2.00 | 10-403 |
| | | | | <u>\$2.00</u> | |
| Zibell, Kristina | | | | | |
| | | REIMB TUITION | 8 | 1,290.00 | 10-1111-230 |
| | | | | <u>\$1,290.00</u> | |
| ZORC, RENEE | | | | | |
| | | REIMB RETIREE INSURANCE | 8 | 478.88 | 10-2220-225 |
| | | | | <u>\$478.88</u> | |
| | | | Report Total | <u><u>\$513,232.28</u></u> | |



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Approval of Employment

It is recommended that the Board accept and approve the employment of the following employees:

Ellen Brady, ELL Teacher, DW

Melissa Crowley, EC Teacher 0.5 FTE

Kathleen Culver, 4th Grade Teacher

Nicole Werth, EC/Guided Psychologist

Nancy Blitz, 0.2 FTE Service Learning Teacher

Robert (RJ) Bialk, Director of Technology and Assessment



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Approval of Employment

Staff Member's Placement on Master Contract

Ellen Brady, ELL Teacher, DW. MS+24 Step 5

Melissa Crowley, EC Teacher 0.5 FTE, BS+0 Step 1

Kathleen Culver, 4th Grade Teacher, MS+0 Step 7

Nicole Werth, EC/Guided Psychologist, MS+24 Step 10

Nancy Blitz, 0.2 FTE Service Learning Teacher, BA+24 Step 1

Robert (RJ) Bialk, Director of Technology and Assessment (Administrator Contract)



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Recommendation Letter for Robert (RJ) Bialk

It is my pleasure to recommend Robert (RJ) Bialk as the new Director of Technology and Assessment for the District. Mr. Bialk has worked for four years in Kenilworth School District 38 as the Lead District Technology Facilitator and as an Adjunct Professor for Concordia University. Mr. Bialk's responsibilities in Kenilworth involved overseeing the district's technology department, including network development, infrastructure, professional development, and integration of technology into the daily lives of students and staff. Having managed a 1:1 program in Kenilworth, Mr. Bialk is ready to lead us in achieving our goals of helping students grow their creativity, collaboration and communication skills.

Mr. Bialk's references referred to him as child-centered, able to work well with all constituents, and having a very strong work ethic. He builds quality relationships and is a true team player. He has a passion for technology and works to ensure all students and staff learn and grow.

It is without hesitation that I recommend Mr. RJ Bialk as the next Director of Technology and Assessment for District 103. We are fortunate for him to join our team!

**DIRECTOR OF TECHNOLOGY AND ASSESSMENT OF
LINCOLNSHIRE-PRAIRIE VIEW DISTRICT'S AGREEMENT**

THIS AGREEMENT made this 25th day of August, 2015 by and between the BOARD OF EDUCATION OF LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103 ("BOARD"), and ROBERT J. BIALK ("DIRECTOR OF TECHNOLOGY AND ASSESSMENT"), has been approved at the meeting of the BOARD held on August 25, 2015.

IT IS AGREED:

1. **EMPLOYMENT** - The DIRECTOR OF TECHNOLOGY AND ASSESSMENT is hereby hired and retained from July 1, 2015 through and including June 30, 2016, as DIRECTOR OF TECHNOLOGY AND ASSESSMENT of Lincolnshire-Prairie View School District No. 103.

2. **DUTIES** - The duties and responsibilities of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be those incidental to the office of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT, those set forth in the job description for the position of DIRECTOR OF TECHNOLOGY AND ASSESSMENT (or, those duties contained in Board Policy, as adopted, and which may be amended from time to time), the attainment of the student performance and academic improvement goals determined pursuant to this Agreement, those obligations imposed by the laws of the State of Illinois upon the DIRECTOR OF TECHNOLOGY AND ASSESSMENT, and the performance of other professional duties customarily performed by a DIRECTOR OF TECHNOLOGY AND ASSESSMENT as from time to time may be assigned to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT by the BOARD or the Superintendent. The BOARD reserves the right to reassign the DIRECTOR OF TECHNOLOGY AND ASSESSMENT to different duties requiring certification from time to time during the term of this Agreement, without loss of contract term, pay, benefits, notice or a hearing.

3. **STUDENT PERFORMANCE AND ACADEMIC IMPROVEMENT** - This Agreement is a performance-based contract. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will address and fulfill student performance and academic improvement goals which are attached hereto, as Exhibit A, and may be modified by the BOARD, the Superintendent and the DIRECTOR OF TECHNOLOGY AND ASSESSMENT cooperatively, during the time between the effective date of this contract and the DIRECTOR OF TECHNOLOGY AND ASSESSMENT's start of employment. Any modifications to the student performance and academic improvement goals will be attached to this Agreement and made a part hereof. Once the student performance and academic improvement goals have been attained, this Agreement may be extended by the express, written consent of the parties. For each succeeding school year covered by this Agreement, new student performance and academic improvement goals will be developed prior to the next school year and made a part hereof.

4. **SALARY** - In consideration of the annual salary of One Hundred Thousand Dollars (\$100,000.00), pro-rated for the 2015-2016 school year beginning on August 20, 2015 the DIRECTOR OF TECHNOLOGY AND ASSESSMENT agrees to devote such time, skill, labor and attention to his employment, during the term of this Agreement, in order to faithfully

perform the duties of DIRECTOR OF TECHNOLOGY AND ASSESSMENT. Salary will be paid in twenty-four (24) equal installments in accordance with the BOARD policy governing payment of salary to the other licensed members of the professional staff, less such amounts as required by law or provided for in this Agreement. The BOARD retains the right to adjust the annual salary and/or fringe benefits of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT during the term of this Agreement, provided that the salary and/or fringe benefit(s) adjustments will not be lower than the salary and fringe benefits paid by the BOARD as set forth herein. Any adjustment to this Agreement made during the life of this Agreement will be in writing and will become a part of this Agreement. It is provided, however, that by doing so it will not be considered that the BOARD has entered into a new agreement with the DIRECTOR OF TECHNOLOGY AND ASSESSMENT or that the termination date of this Agreement has been in any way extended. The BOARD and the DIRECTOR OF TECHNOLOGY AND ASSESSMENT may enter into extensions of this Agreement for additional periods of time, if all of the student performance and academic improvement goals set forth in this Agreement have been met, both parties agree, and the agreement is reduced to writing.

In addition, the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will receive as additional compensation the amount of \$500 per month.

5. **TEACHERS' RETIREMENT SYSTEM CONTRIBUTION** – In addition to the salary paid to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT by the BOARD as expressed in Section 4, the BOARD will pick up and pay on the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S behalf, a maximum contribution of 9.4% to TRS pursuant to Sections 16-152 and 16-152.1 of the *Illinois Pension Code*. The BOARD will remit this contribution to TRS.

The BOARD and the DIRECTOR OF TECHNOLOGY AND ASSESSMENT make no commitment or guarantee that the BOARD'S payment of the contribution limit will continue to be excludable from the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S gross income for federal or state income tax purposes or that any other federal or state tax treatment will apply.

Because neither party can represent what position the IRS, or any other government entity, will take with respect to these payments and withholdings, it is mutually agreed that each side will be responsible for any miscalculations for which it is legally responsible *without* indemnification or any other recourse from the other side. That is, if it is subsequently determined that the DIRECTOR OF TECHNOLOGY AND ASSESSMENT should have paid taxes on any portion of the contribution for which he did not pay taxes, the interest and penalties are the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S responsibility alone. If the BOARD is penalized for failing to withhold enough taxes based on the payroll information in its possession at the time of payment of the contribution, those penalties are the BOARD'S responsibility alone. Both the BOARD and the DIRECTOR OF TECHNOLOGY AND ASSESSMENT expressly waive the right to seek indemnification or reimbursement from the other as the result of any government decision on the taxability of these amounts. In the event the IRS, or any other government entity, determines that the DIRECTOR OF TECHNOLOGY AND ASSESSMENT owes more taxes, he has *no* right to seek additional sums from the BOARD.

6. **DEFERRED COMPENSATION** - The DIRECTOR OF TECHNOLOGY AND ASSESSMENT may elect that a portion of his salary (as stated in Section 4) be used to purchase a tax sheltered annuity pursuant to Section 403(b) of the *Internal Revenue Code of 1986* (the "Code"), as amended, and/or a deferred compensation plan pursuant to Code Section 457. It is understood and agreed that the cost of the purchase of any annuity or plan shall be deducted from the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S annual salary and shall not require an expenditure of funds by the BOARD above the amount paid to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT in the form of salary.

7. **HOSPITALIZATION/MAJOR MEDICAL INSURANCE** – The BOARD will provide and pay 80% of the cost of premiums for hospitalization and major medical insurance, as either individual or family coverage, in accordance with the basic insurance coverage provided to licensed members of the professional staff. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be responsible for the remaining 20% of the cost of the premiums.

8. **TERM LIFE INSURANCE** - The BOARD will provide and pay the premiums for a term life insurance policy for the DIRECTOR OF TECHNOLOGY AND ASSESSMENT for a ten (10) year term in the amount of Two Hundred Thousand Dollars (\$200,000.00). The BOARD will assign the ownership of the term life insurance policy to a person or trust designated by the DIRECTOR OF TECHNOLOGY AND ASSESSMENT, and upon termination of this Agreement will allow that owner to continue the life insurance policy at its (or his) own expense.

9. **MEDICAL EXAMINATION** – At the request of the BOARD, the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will obtain a comprehensive medical examination at BOARD expense, after submission to the insurance carrier. A copy of the certificate of the physician certifying the physical ability of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT to perform his essential job functions will be given to the President of the BOARD. The physician performing the medical examination will be one licensed to practice medicine in all of its branches and will be chosen by the Board, or by mutual agreement of the Board and DIRECTOR OF TECHNOLOGY AND ASSESSMENT.

10. **SICK AND PERSONAL LEAVE** – The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be entitled to fourteen (14) work days of sick leave annually. If the DIRECTOR OF TECHNOLOGY AND ASSESSMENT does not use the full amount of annual sick leave allowed, the unused amount will accumulate without limit. Sick leave availability and usage will be governed by Section 24-6 of the Illinois School Code (105 ILCS 5/24-6). The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will receive three (3) personal leave days annually. Unused personal leave shall accumulate as sick leave.

11. **VACATION LEAVE** - The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will receive twenty (20) work days of vacation annually, exclusive of weekends and BOARD approved holidays for twelve month staff. Other Spring, Summer and Winter non-student attendance periods will constitute work days unless specifically scheduled and credited toward the vacation listed above. Vacation days will be cumulative to the extent that a maximum of five (5) unused vacation days earned during a given year may be carried over for use prior to October 1 of the following contract year. The scheduling of more than five (5) consecutive vacation days will be by agreement between the Superintendent and the DIRECTOR OF TECHNOLOGY AND ASSESSMENT.

12. **BUSINESS AND TRAVEL EXPENSES** - It is anticipated and agreed that the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be required to incur certain personal expenses for the official business of the BOARD. As such, the BOARD agrees to reimburse the DIRECTOR OF TECHNOLOGY AND ASSESSMENT for expenses incurred by him on behalf of the BOARD, which have received pre-approval by the Superintendent; subject, however, to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S substantiation and the BOARD'S approval of such expenses. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will submit appropriate substantiation of all business expenses incurred.

13. **MEMBERSHIP DUES** – With prior BOARD approval and upon proper substantiation, the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be reimbursed for the dues and membership fees for one national and one state administrator, teacher and/or school board organization memberships to which he belongs. The BOARD shall also pay the costs for professional educational journals to which the DIRECTOR OF TECHNOLOGY AND ASSESSMENT subscribes.

14. **PROFESSIONAL ACTIVITIES** - The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be encouraged to attend appropriate professional meetings and continuing education at the local, state and national levels. Within budget constraints, as approved by the Superintendent and the BOARD, the costs of attendance will be paid by the BOARD.

15. **LICENSE** - The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will furnish to the BOARD, during the term of this Agreement, a valid, appropriate, and properly registered license to act as DIRECTOR OF TECHNOLOGY AND ASSESSMENT in accordance with the laws of the State of Illinois and as directed by the BOARD.

16. **TUITION REIMBURSEMENT** - The BOARD will reimburse the DIRECTOR OF TECHNOLOGY AND ASSESSMENT for the tuition costs and fees for coursework approved by the BOARD and related to the position's duties, to a credit hour maximum of \$500 per credit hour and an annual maximum of Seven Thousand Five Hundred Dollars (\$7,500.) For reimbursement to be made, such approval must be in writing from the Superintendent and obtained in advance of taking the course. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT agrees that by accepting such reimbursement he is agreeing not to seek other employment for a period of two (2) years following the receipt of the last tuition reimbursement he receives from the BOARD. If the DIRECTOR OF TECHNOLOGY AND ASSESSMENT voluntarily resigns his employment for reasons other than disability, retires, or is terminated pursuant to Section 18 (D) or (E) below, prior to fulfilling his two-year commitment to remain employed by the BOARD, he will immediately become liable to the BOARD for repayment of all tuition reimbursements received in the preceding three (3) years, unless otherwise agreed to in writing signed by the Parties. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT hereby consents to satisfying any or all of such liability from any remaining compensation that may be due to him under this Agreement or otherwise. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S repayment obligation will be reduced by fifty percent (50%) if he fulfills one year of his two-year commitment, and the obligation will be eliminated upon fulfillment of the full two-year commitment. The repayment obligation will not attach if the BOARD elects not to renew the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S contract or if this Contract is terminated by mutual agreement.

17. **TERMINATION OF AGREEMENT** - This Agreement may be terminated by:

- A. Mutual agreement of the parties.
- B. Retirement.
- C. Resignation, provided, however, the DIRECTOR OF TECHNOLOGY AND ASSESSMENT gives the BOARD at least ninety (90) days prior written notice of the proposed resignation.
- D. Disability. In the event of disability by illness or incapacity, after the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S sick leave has been exhausted, the compensation will be reinstated after the DIRECTOR OF TECHNOLOGY AND ASSESSMENT has returned to employment and undertaken the full discharge of his duties. The BOARD may terminate this Agreement by written notice to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT at any time after the DIRECTOR OF TECHNOLOGY AND ASSESSMENT has exhausted any accumulated sick leave and such other leave as may be available and has been absent from his employment for whatever cause for an additional continuous period of three (3) months. All obligations of the BOARD will cease upon such termination.

If a question exists concerning the capacity of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT to return to his duties the BOARD may require the DIRECTOR OF TECHNOLOGY AND ASSESSMENT to submit to a medical examination, to be performed by a doctor licensed to practice medicine. The BOARD and DIRECTOR OF TECHNOLOGY AND ASSESSMENT will mutually agree upon the physician who will conduct the examination. The examination will be done at the expense of the BOARD. The physician will limit his/her report to the issue of whether the DIRECTOR OF TECHNOLOGY AND ASSESSMENT has a continuing disability which prohibits him from performing his duties.

- E. Discharge for cause. "For cause" will mean any conduct, act, or failure to act by the DIRECTOR OF TECHNOLOGY AND ASSESSMENT which is prejudicial to the School District as determined by the BOARD, including, but not limited to, neglect of duty, inefficiency or incompetence, insubordination to the Board, or violation of the terms of this Agreement. Reasons for discharge for cause will be given in writing to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT, who will be entitled to notice and a hearing before the BOARD to discuss the discharge. If the DIRECTOR OF TECHNOLOGY AND ASSESSMENT chooses to be accompanied by legal counsel, he will bear any costs involved therein. The BOARD hearing will be conducted in closed session. The BOARD will not arbitrarily or capriciously dismiss the DIRECTOR OF TECHNOLOGY AND ASSESSMENT.
- F. Failure to comply with the terms and conditions of this Agreement.

Nothing will prohibit the BOARD from suspending the DIRECTOR OF TECHNOLOGY AND ASSESSMENT without pay pending completion of the requirements of this section. After the effective date of dismissal the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will not be entitled to further payments of compensation of any kind under this Agreement, except that the DIRECTOR OF TECHNOLOGY AND ASSESSMENT will be entitled to any vested benefits payable under the terms and provisions of the Illinois Teachers' Retirement System.

18. **EVALUATION** - The BOARD and DIRECTOR OF TECHNOLOGY AND ASSESSMENT agree that there will be an annual evaluation of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S performance under this Agreement. The evaluation will consider, but not be limited to, an examination of the establishment and maintenance of educational goals, attainment of the student performance and academic improvement goals set forth in this Agreement, administration of personnel, rapport with the BOARD and other factors of appraisal that may be established by the parties. A written summary of each performance evaluation will be prepared by the SUPERINTENDENT and given to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT by March 1.

In the event that the SUPERINTENDENT determines that the performance of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT is unsatisfactory in any respect, the SUPERINTENDENT will describe in writing, in reasonable detail, specific instances of unsatisfactory performance. The evaluation will include recommendations as to areas of improvement in all instances where the SUPERINTENDENT deems performance to be unsatisfactory. The DIRECTOR OF TECHNOLOGY AND ASSESSMENT will have the right to make a written reaction or response to the evaluation. This response will become a permanent attachment to the evaluation and placed in the DIRECTOR OF TECHNOLOGY AND ASSESSMENT'S personnel file.

19. **PROFESSIONAL LIABILITY** - The BOARD agrees that it will defend, hold harmless, and indemnify the DIRECTOR OF TECHNOLOGY AND ASSESSMENT from any and all demands, claims, suits, actions and legal proceedings brought against the DIRECTOR OF TECHNOLOGY AND ASSESSMENT in his individual capacity, or in his official capacity as agent and employee of the BOARD provided the incident arose while the DIRECTOR OF TECHNOLOGY AND ASSESSMENT was acting within the scope of his employment and excluding criminal litigation and such liability coverage as is beyond the authority of the BOARD to provide under state law. Except that, in no case, will individual BOARD members be considered personally liable for indemnifying the DIRECTOR OF TECHNOLOGY AND ASSESSMENT against such demands, claims, suits, actions and legal proceedings.

20. **NOTICE** - Any notice or communication permitted or required under this Agreement will be in writing and will become effective on the day of mailing thereof by first class mail, registered or certified mail, postage prepaid, addressed:

If to the BOARD, to:

President
Board of Education
Lincolnshire-Prairie View School District 103
1370 Riverwoods Road
Lincolnshire, Illinois 60069

If to the DIRECTOR OF TECHNOLOGY AND ASSESSMENT, to:

Robert J. Bialk
1319 Heatherfield Lane
Glenview, IL 60025

(or at the last address of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT contained in official Business Office records of the BOARD).

21. **MISCELLANEOUS**

- A. This Agreement has been executed in Illinois, and will be governed in accordance with the laws of the State of Illinois in every respect.
- B. Section headings and numbers have been inserted for convenience of reference only, and if there is any conflict between such headings or numbers and the text of this Agreement, the text will control.
- C. This Agreement may be executed in one or more counterparts, each of which will be considered an original, and all of which taken together will be considered one and the same instrument.
- D. This Agreement contains all the terms agreed upon by the parties with respect to the subject matter of this Agreement and supersedes all prior contracts, arrangements, and communications between the parties concerning such subject matter, whether oral or written.
- E. This Agreement will be binding upon and inure to the benefit of the DIRECTOR OF TECHNOLOGY AND ASSESSMENT, his successors, assigns, heirs, executors, and personal representatives, and will be binding upon, and inure to the benefit of the BOARD, its successors and assigns.
- F. Both parties have had the opportunity to seek the advice of counsel.
- G. No subsequent alteration, amendment, change, or addition to this Agreement, will be binding upon the parties unless reduced to writing and duly authorized and signed by each of them.
- H. The BOARD retains the right to repeal, change or modify any policies, procedures or regulations which it has adopted or may hereafter adopt, subject however, to restrictions contained in the *Illinois School Code* and other applicable law.
- I. If any section, provision, paragraph, phrase, clause or word contained herein is held to be void, invalid or contrary to law by a court of competent jurisdiction, it will be deemed removed herefrom, and the remainder of this Agreement will continue to have its intended full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in

their respective names and in the case of the BOARD, by its President and Secretary on the day and year first above written.

DIRECTOR OF TECHNOLOGY AND
ASSESSMENT

BOARD OF EDUCATION OF
LINCOLNSHIRE-PRAIRIE VIEW SCHOOL
DISTRICT 103
LAKE COUNTY, ILLINOIS

By: _____
Robert J. Bialk

By: _____
President

ATTEST: _____
Secretary



Lincolnshire-Prairie View School District 103

Daniel Wright Junior High

1370 RIVERWOODS ROAD · LINCOLNSHIRE, IL 60069

847/295-1560 · FAX 847/295-7136

To: District 103 Board of Education
From: Michelle Blackley, Principal Daniel Wright
Date: July 20, 2015
Re: English Language Learner Teaching Position at Daniel Wright

It is with excitement that I recommend Ms. Ellen Brady for a ELL teaching position at Daniel Wright Junior High.

Ms. Brady graduated from Stanford University with a Bachelor's Degree in English and Education. She also has earned a Master's Degree in Bilingual education with an ESL endorsement from University of Saint Thomas in Texas.

Ms. Brady has taught art, ESL, bilingual education, science, ESOL, and fourth grade while living in Texas and Maryland. She also served as a building literacy coach. Most recently, Ms. Brady was the ELL associate at Daniel Wright last school year.

The Daniel Wright admin team and teaching staff were extremely impressed with her hands on approach to education while Ms. Brady served as the ELL associate and we are thrilled to bring her on to the teaching team. I am confident she will be a valuable addition to the ELL Department.





LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

ELL Teacher
FTE: 1.0

| | | | | |
|----------------|---------------|-------------|-------------|-------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Brady, Ellen | MA | 6 | 5 | \$56,000 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

ELLEN BRADY
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Ellen Brady** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$56,000** for the term commencing **August 18, 2015**, in equal installments twice a month for a period of **twelve months (24 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



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

Memo

To: Dr. Warren and the Board of Education
From: Julie Postma
Date: July 30, 2015
Re: Letter of Recommendation for Melissa Crowley, .5 FTE Early Childhood Teacher

We enthusiastically recommend Ms. Melissa Crowley for the .5 FTE Early Childhood Special Education Teacher position at Sprague School for the 2015-2016 school year. Melissa comes to us with nine years of early childhood teaching experience at Bright Horizons Family Solutions-CDW@Play. She has served as the lead teacher there for children ages 15 months to 3 years old. Melissa has been a special education associate in the Guided Program at Daniel Wright, and has worked in D103 since January 2014. Melissa holds a Bachelor of Arts degree in Early Childhood Education from Kendall College, and an Associates of Arts degree in Early Childhood Education from College of Lake County. She holds the Early Childhood Special Education Teacher Approval along with her PEL (Type 04 Certificate).

Melissa has earned a reputation in D103 and at CDW@Play as a fast and eager learner, very hard worker, and a “natural” when it comes to working with children, and especially with children who have special needs. She has proven this by her ability to effectively work with some highly involved students – not only can she implement diverse lesson plans, but she has an innate ability to establish positive relationships with the students. She was described as very patient with children, and truly has a passion for children who need extra attention to be successful. Her supervisors mentioned how they rely on Melissa and that she is highly responsible and trustworthy. Melissa strives to create student-focused, center-based learning opportunities to ensure that students are engaged in meaningful activities that will ultimately support their development as learners. Melissa is committed to creating a learning environment that is safe, welcoming, and appeals to all students. She very much values the whole family and partners with parents to provide frequent and ongoing communication.

References for Melissa highlighted her positive relationships with staff, parents, and students, strong problem-solving skills, and collaborative nature. Some of her greatest strengths include her comfort with children, ability to adapt to anything, and her outgoing personality.

It is our belief that Melissa Crowley will be an outstanding addition to Early Childhood at Sprague School and therefore, it is our pleasure to recommend her for the position.



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

Early Childhood Teacher
FTE: .50

| | | | | |
|------------------|---------------|-------------|-------------|------------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Crowley, Melissa | BA | 1 | 1 | \$21,829.00 (prorated) |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

MELISSA CROWLEY
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Melissa Crowley** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$21,829** for the term commencing **September 30, 2015**, in equal installments twice a month for a period of **twelve months (24 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



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

Memo

To: Dr. Warren and the Board of Education
From: Julie Postma
Date: August 25, 2015
Re: Letter of Recommendation for Nicole Werth, School Psychologist/Interventionist at Sprague and Daniel Wright Schools

We are extremely delighted to recommend Ms. Nicole Werth for the position of School Psychologist/Interventionist for the 2015-2016 school year. Nicole will be working with our Guided Program at Daniel Wright, and at Sprague School with both the Early Childhood program and the general K-2 population. Nicole comes to us with nine years of experience as a School Psychologist. She previously worked as a School Psychologist for Community Unit School District #60, where she worked directly with students with low incidence disabilities at the middle school and elementary levels. She also has experience working with preschool children and conducted evaluations for the Child Find Assessment Team in District #60. In addition, she led the Core Problem-Solving Team by analyzing academic and behavioral data in order to design intensive interventions for students.

Nicole holds a Bachelor of Arts degree in Psychology from Creighton University and a Masters degree (Educational Specialist credential) in School Psychology from the University of Nebraska at Omaha. Nicole brings a unique range of experience working with students who have mild to moderate disabilities, as well as students with more severe to profound physical and medical needs, including low incidence populations at both the junior high and early childhood levels. In addition, she has a solid foundation of the social-emotional and learning needs of students and has led the Targeted Behavior Team, facilitated problem-solving teams and effectively used student data.

Nicole has a well-established philosophy of working as a member of a team and collaborating with colleagues on an ongoing basis to design effective interventions for students. She is driven by quality, high standards, and efficiency, never losing sight of what is best for kids. Nicole has provided direct counseling with students and is described as creative in her ability to develop social-emotional activities that meet the physical, visual, and hearing needs of the students she serves, meeting them all at their individual developmental level.

References for Nicole highlighted her excellent analytical skills, understanding of assessment and best practices, and ability to effectively work with school teams to support students with diverse needs. They described her as a leader who is valued immensely, who loves to work directly with kids. Her greatest strengths include her problem-solving skills and the ability to establish relationships, as she easily makes connections with both children and adults.

Thus, it is our belief that Ms. Nicole Werth will be a valuable addition to District 103, and it is our sincere pleasure to recommend her for the position of School Psychologist/Interventionist.



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

School Psychologist/Interventionist
FTE: 1.0

| | | | | |
|----------------|---------------|-------------|-------------|-------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Werth, Nicole | MA | 6 | 10 | \$65,863 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

NICOLE WERTH
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Nicole Werth** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$65,863** for the term commencing **August 18, 2015**, in equal installments twice a month for a period of **twelve months (24 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



Lincolnshire-Prairie View School District 103
Daniel Wright Junior High
1370 RIVERWOODS ROAD · LINCOLNSHIRE, IL 60069
847/295-1560 · FAX 847/295-7136

To: District 103 Board of Education
From: Michelle Blackley, Principal Daniel Wright
Date: August 9, 2015
Re: 5th grade Service Learning Teacher

It is with excitement that I recommend Nancy Blitz for the position of 5th grade Service Learning teacher at Daniel Wright Junior High.

Mrs. Blitz graduated from Oakland University in Rochester, MI with her bachelor degree in Elementary Education and certifications in both 6-8 Science and 6-8 Language Arts. She also received certification in K-8 ESL Education from National Louis University.

Mrs. Blitz's has served as a permanent building substitute at Clifford H. Smart Middle School in Walled Lake, MI and has worked for the past two years as a substitute teacher at Daniel Wright Junior High. Mrs. Blitz continues her work in education throughout the summer as a teacher at the Chicago Botanic Garden's Academic Science Camp in Glencoe, IL.

Mrs. Blitz truly enjoys teaching middle level students and easily establishes a positive rapport when working with all grade levels. She inherently finds value in inspiring students to be creative, empathetic and positive members of their community. She is a self-starter and personable. It is with confidence that I believe she will become a valuable member of the Daniel Wright faculty.





LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

Service Learning Teacher
FTE: 0.20

| | | | | |
|----------------|---------------|-------------|-------------|-------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Blitz, Nancy | BA | 3 | 1 | \$9,430 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

NANCY BLITZ
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Nancy Blitz** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$9,430** for the term commencing **August 18, 2015**, in equal installments twice a month for a period of **twelve months (24 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



LINCOLNSHIRE - PRAIRIE VIEW SCHOOL DISTRICT 103

1370 RIVERWOODS ROAD
LINCOLNSHIRE, IL 60069
P 847.295.4030
F 847.295.9196

<http://www.d103.org>

To: Dr. Warren and Board of Education
From: Jill Mau
Date: August 18, 2015
Re: Recommendation for Katie Culver

It is my sincere pleasure to recommend Mrs. Katie Culver as a fourth grade teacher at Half Day School for the 2015-2016 school year. Mrs. Culver has a bachelor's degree from Northern Illinois University and a master's degree from Aurora University.

Mrs. Culver's previous teaching experiences included teaching students at the fourth, fifth and seventh grade levels in the McHenry School District 15. Her most recent work experiences were in the position of Assistant Principal in McHenry, Illinois, Baytown, Texas and Lynnwood, Washington before relocating to the Chicagoland area. During the interview process, Mrs. Culver clearly showed her enthusiasm for the teaching profession and reentering the classroom after such rich exposure to several classrooms through her administrative role! We welcome this vast bank of knowledge benefitting her students as well as the colleagues with whom she will work. Mrs. Culver was articulate in explaining specific ways she will work with children to meet their individual needs and partnering with parents to achieve mutually set goals. It was evident that her passion for teaching and reflective nature will result in success for our students! Additionally, her references describe her as a champion for students and someone you would definitely want on your team!

It is my belief that Mrs. Culver will be an outstanding addition to the fourth grade staff and our Half Day School community. I am thrilled to recommend her for employment in District 103.



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

4th Grade Teacher
FTE: 1.0

| | | | | |
|------------------|---------------|-------------|-------------|-------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Culver, Kathleen | MA | 4 | 7 | \$58,581.00 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

KATHLEEN CULVER
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Kathleen Culver** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$58,581** for the term commencing **September 15, 2015**, in equal installments twice a month for a period of **twelve months (24 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation-
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Approval of Employment

It is recommended that the Board accept and approve the employment of the following employees filling leaves of absence:

Victoria Bauman filling 2 separate leaves: 1st Grade LOA 8/18/15-11/16/15 and KDG LOA 1/4/16-4/8/16

Amy Ciborowski L-2 LBS Teacher FMLA 9/28/15-1/29/16

Katrina Catullo 1st Grade Teacher FMLA 8/20/15-9/18/15

Nancy Conforti 4th Grade FMLA 8/18/15-11/16/15

Barbara Emde 3-4 Enrichment Learning Coordinator FMLA 8/24/15-10/2-15



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

1st Grade Leave of Absence Teacher
FTE: 1.0

| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
|------------------|---------------|-------------|-------------|-------------------|
| Bauman, Victoria | BA | 1 | 1 | \$15,765.39 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

VICTORIA BAUMAN
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Victoria Bauman** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$15,765.39** for the term commencing **August 18, 2015**, in equal installments twice a month for a period of **three months (5 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. ~~During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.~~
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

Kindergarten Leave of Absence Teacher
FTE: 1.0

| | | | | |
|------------------|---------------|-------------|-------------|-------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Bauman, Victoria | BA | 1 | 1 | \$16,007.93 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

VICTORIA BAUMAN
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Victoria Bauman** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$16,007.93** for the term commencing **January 4, 2016**, in equal installments twice a month for a period of **four months (7 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. ~~During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.~~
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

K-2 LBS Teacher LOA
FTE: 1.0

| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
|-----------------|---------------|-------------|-------------|-------------------|
| Ciborowski, Amy | BA | 1 | 1 | \$19,161.01 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

AMY CIBOROWSKI
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Amy Ciborowski** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$19,161.01** for the term commencing **September 30, 2015**, in equal installments twice a month for a period of **five months (9 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. ~~During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.~~
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

1st Teacher LOA
FTE: 1.0

| | | | | |
|------------------|---------------|-------------|-------------|-------------------|
| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
| Catullo, Katrina | BA | 1 | 1 | \$5,335.98 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

KATRINA CATULLO
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Katrina Catullo** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$5,335.98** for the term commencing **September 15, 2015**, in equal installments twice a month for a period of **one month (2 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. ~~During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.~~
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

4th Grade Leave of Absence Teacher
FTE: 1.0

| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
|-----------------|---------------|-------------|-------------|-------------------|
| Conforti, Nancy | BA | 1 | 1 | \$15,522.00 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

NANCY CONFORTI
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Nancy Conforti** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$15,522** for the term commencing **August 18, 2015**, in equal installments twice a month for a period of **three months (6 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. ~~During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.~~
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

3-4 Enrichment Learning Coordinator LOA
FTE: 1.0

| <u>TEACHER</u> | <u>DEGREE</u> | <u>LANE</u> | <u>STEP</u> | <u>TRS SALARY</u> |
|----------------|---------------|-------------|-------------|-------------------|
| Emde, Barbara | BA | 1 | 1 | \$ 7,761.42 |

AGREEMENT MADE THIS **25th DAY OF August, 2015** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

BARBARA EMDE
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Barbara Emede** as a legally qualified teacher, who holds a valid teaching certificate issued by the Illinois State Teacher Certification Board, with such powers and duties in that connection as may be fixed by the BOARD in this contract and in its policies, rules, and regulations. The employee shall work the days specified in the attached calendar.
2. The BOARD shall pay to the TEACHER a salary of **\$7,761.42** for the term commencing **September 15, 2015**, in equal installments twice a month for a period of **two months (3 pay periods)**.
3. The BOARD shall indemnify and protect the TEACHER against civil rights damage claims and suits, constitutional rights damage claims and suits, and death, bodily injury, and property damage claims and suits, including the defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the BOARD.
4. ~~During each school year the principal shall file for non-tenured teachers the District 103 Teacher Evaluation Form on or about December 15 and March 15 with the superintendent and provide the TEACHER with a copy of the completed evaluation.~~
5. Each newly hired TEACHER shall submit evidence of physical examination to the BOARD prior to the beginning of the school year.
6. The TEACHER shall notify the BOARD of any changes in the TEACHER'S certification status, any credit hours that he/she may have earned, and any academic course work that he/she has undertaken and completed.

B. TEACHER DUTIES:

1. The TEACHER agrees to devote effort to the development and implementation of the educational program of the BOARD.
2. The TEACHER shall be required to fulfill all requirements as specified in the Board Policy Handbook and the rules and regulations of The School Code of Illinois as from time to time in effect.
3. The TEACHER shall keep an accurate register of the daily attendance for each assigned pupil enrolled in the school, and shall make such other reports and keep records as required by the laws of the State of Illinois, the BOARD, or the administration.
4. The TEACHER shall be responsible for and deemed to have knowledge of all the rules, regulations, and policies established by the BOARD, and shall carry out duties prescribed therein. Copies of the Board Policy Handbook shall be available in each school office and school library.

C. MASTER CONTRACT:

The TEACHER agrees to be bound by the Master Contract and acknowledges receipt of a copy thereof.

D. TERMINATION:

1. In the event the TEACHER violates any of the provisions of this contract, or fails to perform the services and duties required of him/her, or violates the rules and regulations of the BOARD, or otherwise gives cause for his/her discharge, this contract shall be terminated, subject to the provisions of the School Code of Illinois. Rights of due process shall be granted where applicable.
2. In the event the TEACHER shall be dismissed by the BOARD or shall have his/her certificate suspended, revoked, or canceled by the Regional Superintendent of Schools or the State Teachers' Certification Board, the TEACHER shall not be entitled to receive any compensation from and after the date of such dismissal, suspension, revocation, or cancellation.

E. PART-TIME TEACHER ATTENDANCE EXPECTATIONS:

Part-time teachers are required to attend each full-day District institute day; they are responsible to conduct parent-teacher conferences in an amount of time proportionate with their FTE equivalent, although it does not necessarily have to be on the designated days (by mutual agreement with the building principal and/or supervisor). Part-time employees are not required, but are invited, to come to a staff meeting if it falls on a day or time when they are not required to be in attendance. They are, however, responsible for the content of the meetings. Part-time teachers who are not scheduled to work on early-release days are invited to attend these events. This information will be included in the staff assignment letters which are prepared by the Business Office.

F. NOTICE:

All notices under this contract shall be deemed properly served if given in writing and served upon the TEACHER and the President of the BOARD personally or by certified mail, return receipt requested, addressed to the party as set forth in this contract, or at such other address as may be hereinafter furnished by the TEACHER in writing.

Pursuant to an AYE and NAY vote taken and recorded at a lawful meeting of the said BOARD, this contract is executed in duplicate this **25th day of August, 2015**.

President, Board of Education

I accept the contract tendered me in the foregoing and agree to all terms, conditions, and requirements therein set forth.

Teacher

Street

City State Zip

Date



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Approval of Retirement

The District received a letter of retirement from Irv Bjerke effective September 21, 2015. I would like to thank Mr. Bjerke for his dedicated service to the District for the past 28 years. I appreciate his loyal commitment to the district to ensure our facilities were ready each day for our students and staff. Congratulations to Mr. Bjerke on a job well done!

to the Board of Education
my name is Irving H Bjerke
on 9/21/2015 I plan to
retire. thanks for all that
you have done for me, over
the years. I wish you &
the school, all the best!
so I say good bye

Irving H Bjerke



RETIREMENT AGREEMENT

THIS AGREEMENT made this 25th day of August, 2015, by and between the Board of Education of Lincolnshire-Prairie View School District No. 103, Lake County, Illinois (“Board”) and Irving Bjerke (“Bjerke”).

The parties agree as follows:

1. Bjerke hereby executes and delivers to the Board his voluntary, irrevocable resignation as an employee in District 103, effective September 21, 2015, for purposes of retirement. Bjerke expressly acknowledges and agrees that the signing of this Agreement includes his resignation; that in the absence of a separate resignation letter, this Agreement shall serve as his resignation, and that this resignation is irrevocable.

2. In consideration of the foregoing, the Board will pay the entire cost of the premium to maintain single PPO 350 Plan health insurance coverage available through the District’s group health insurance plan for Bjerke until Bjerke reaches age 65, or becomes eligible for Medicare, whichever occurs first. If PPO Plan 350 is no longer offered, Bjerke will be moved to the nearest comparable PPO group health plan offered by the District.

3. Accumulated, unused vacation time will be paid to Bjerke at the time of his retirement, and unused sick leave and personal leave days will be reported to the Illinois Municipal Retirement Fund.

4. Bjerke does hereby knowingly and voluntarily relinquish and waive all legal and equitable remedies provided under the *Age Discrimination in Employment Act*, 20 U.S.C.621 et seq., as amended, except for his right of revocation provided in Section (d) hereof. Bjerke acknowledges that he is aware of and understands all rights and claims pursuant to the *Older*

Workers Benefit Protection Act of 1990, [20 U.S.C. Secs. 621, 623, 626, and 1030, as amended by Pub. L. 101-433], including, without limitation, the following:

- a. That by virtue of entering this Agreement, he does not waive rights or claims that may arise after the date of execution of this Agreement; and,
- b. That he waives rights or claims under the *Older Workers' Benefit Protection Act* only in exchange for consideration in addition to anything of value to which he already is entitled to arising out of his employment relationship with the Board of Education; and,
- c. That he has the right to be provided twenty-one (21) days following the receipt of this Agreement to consider entering into and signing this Agreement (“consideration period”), and,
- d. That for a period of at least seven (7) days following his execution of this Agreement, he shall have the right to revoke this Agreement.

In return for the consideration provided herein, Bjerke has agreed to and hereby waives the aforesaid twenty-one (21) day “consideration period”. Bjerke hereby declares that his waiver of the “consideration period” and all other rights under the *Age Discrimination in Employment Act* is knowing and voluntary. Moreover, he acknowledges that this waiver has not been induced by the Board of Education through fraud, misrepresentation, or threat to withdraw or alter the offer prior to the expiration of the 21 day time period. Bjerke further agrees that any changes to this Agreement, whether material or immaterial, will not restart the running of the “consideration period”. Bjerke further states he had the opportunity to consult with and receive the advice and counsel of an attorney prior to executing this Agreement, including its waivers and releases.

5. In consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Bjerke fully, completely, unconditionally and absolutely releases, discharges, and holds forever free the Board, and its respective members (individually and collectively), officers,

administrators, agents, employees, insurers, successors, assigns, and attorneys, and each and every one of them, whether acting as individuals in their personal capacity, or as Board members, officers, administrators, or past or present employees of the Board in that capacity, of and from any and all claims, agreements, promises, obligations, debts, duties, obligations, suits, benefits, damages (including, without limitation, special, compensatory, indirect and punitive damages), attorneys' fees, costs and expenses, and actions or causes of action of every kind or nature, at law or equity, which he may now have or claim to have, whether known or unknown, anticipated or unanticipated, asserted or which could have been asserted by Bjerke by reason of any act done or omitted to be done by any of them from the beginning of Bjerke's employment to and through the date of this Agreement, including her resignation and retirement, and any other actions, omissions, events, transactions, communications, positions or statements previously occurring, taken or undertaken at any time prior to the date hereof, and including, without limitation, all of Bjerke's rights under any and all state and federal statutes, laws, executive orders, and regulations, the Constitution of the United States (including all amendments thereto), and the Constitution of the State of Illinois, the *School Code of Illinois*, the *Illinois Educational Labor Relations Act*, the *Illinois Human Rights Act*, *Age Discrimination in Employment Act*, the *Equal Pay Act*, the *Older Workers' Benefit Protection Act*, the *Americans with Disabilities Act*, and any Board policies and rules, and any and all contracts (written, oral, or implied), including any and all rights under any employment agreements, and any and all other claims, rights, and benefits of any kind or nature including any and all other claims and rights relating to Bjerke's employment, compensation, and/or termination of employment and resignation, which were asserted or could have been asserted up to date of this Agreement and

which have arisen or have grown out of or in any manner connected with the relationships between the parties, except for the express terms and agreements contained herein and the enforcement of this Agreement. IT IS THE INTENT OF THE PARTIES HERETO THAT THIS RELEASE SHALL BE A FULL AND FINAL GENERAL RELEASE, AS DESCRIBED ABOVE, AND THAT IT MAY NOT BE MODIFIED IN ANY MANNER. Bjerke further agrees and represents that to the fullest extent permitted by law he will not file, or assist in the processing of, or accept any benefit from, any grievance or any charge against the Board, its members, officers, administrators, staff, and present and past employees with any fair employment practice agency, the Illinois Educational Labor Relations Board, or any other state or federal agency alleging discrimination on the basis of race, sex, religion, national origin, age, disability, or any other protected status based on any matters arising prior to or existing as of the date of this Agreement.

6. This Agreement contains all the terms agreed upon by the parties with respect to the subject matter of this Agreement and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.

7. This Agreement shall be binding upon and inure to the benefit of Bjerke, his successors, assigns, heirs, executors, and personal representatives, and shall be binding upon, and inure to the benefit of the Board, its member districts, successors and assigns.

8. No subsequent alteration, amendment, change, or addition to this Agreement shall be binding upon the parties unless reduced to writing and duly authorized and signed by each of them.

9. If any section, provision, paragraph, phrase, clause or word contained herein is

held to be void, invalid or contrary to law by a court of competent jurisdiction, it shall be deemed removed herefrom, and the remainder of this Agreement shall continue to have its intended full force and effect.

10. In all respects, this Agreement shall be interpreted, and the rights and liabilities of the parties determined, in accordance with the laws of the State of Illinois irrespective of the fact that Bjerke may later become a resident of another state. Venue for enforcement of this Agreement or any actions pertaining thereto shall be in the circuit courts of Lake County, Illinois, or the United States District Court for the Northern District of Illinois, Eastern Division.

11. This Agreement may be executed simultaneously in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

12. The Board and Bjerke both acknowledge that they have each entered into this Agreement voluntarily and knowingly and with the full and complete authority and contractual capacity to do so. Bjerke represents that he has read this Agreement, that he has had sufficient time to consider and comprehend the terms contained herein and consult counsel of his choice, that he understands the terms and provisions contained herein, that he is mentally competent and under no physical or mental disability that precludes him from understanding the nature and implications of this Agreement, and that he has voluntarily signed hereafter.

IN WITNESS WHEREOF, Irving Bjerke and the Board of Education of Lincolnshire-Prairie View School District No. 103, Lake County, Illinois by its duly authorized representatives and agents, have signed and executed this Agreement on the date indicated below.

DATE

IRVING BJERKE

BOARD OF EDUCATION,
LINCOLNSHIRE-PRAIRIE VIEW
SCHOOL DISTRICT NO. 103,
LAKE COUNTY, ILLINOIS

DATE

By: _____
President

ATTEST:

Secretary

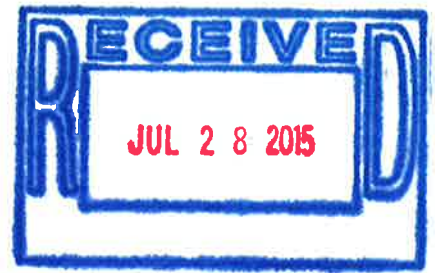


Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Approval of Resignations

The District received three letters of resignation this month from Mary Ellen Buckley, Justine Gallup, and Karen Flor. I would like to thank them for their dedicated service and wish them well in their next phases of their careers!



July 23, 2015

Jil Mau
Principal
Half Day School
239 Olde Half Day Road
Lincolnshire, IL 60069

Dear Jill,

I regret to inform you that I'm leaving my teaching position at Half Day School. I have enjoyed working with everyone and have learned a great deal. It has been an absolute pleasure to have grown and developed as a teacher and person under the amazing leadership of Jill Mau. The atmosphere and culture at Half Day School has been a wonderful environment that I was blessed to call "work" for the last 2 years.

I have not accepted a different teaching position, but rather am pursuing other avenues of my career. Please be assured that I will do all in my power to assist during the transition to a new teacher on the 4th Grade Team.

Thank you for giving me the experiences at Half Day that I will treasure forever. It is with sincere sadness that I am resigning. I wish you the best!

I am giving the Half Day Hawk Wave.

Sincerely,
Justine Gallup

Daniel Wright Junior High School
Michelle Blackley
1370 Riverwoods Road
Lincolnshire, IL 60061



August 16, 2015

Dear Michelle,

Please accept this letter as notice of my decision to resign from my teaching position in order for me to retire.

As we discussed I am committed to assisting you and my colleagues in making a smooth transition during the interim while the position is filled and my resignation will become effective September 11, 2015 or sometime the following week depending on the needs of the school.

This has not been an easy decision, as I have loved my years teaching at Daniel Wright and will miss the students, friends and collegial relationships I have come to know so well.

I sincerely thank you and our administration for the opportunities, experience and knowledge that I have gained over the course of my career at Daniel Wright and look forward to supporting a smooth transition over the next few weeks.

Sincerely

Mary Ellen Buckley
8th Grade Science
Daniel Wright Junior High School

From: **Karen Flor** <kflor@d103.org>
Date: Thu, Aug 13, 2015 at 5:18 PM
Subject: Thank you for all the years at Half Day
To: Jill Mau <jmau@d103.org>

Dear Jill,

As you know I recently interviewed for a certified school nurse position in Lake Forest. Today I was offered the position and have chosen to accept it.

I hereby resign my position as a school nurse at Half Day School. If there's anyway that I can help make the transition easier for you, please let me know.

Sincerely,
Karen Flor



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

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MEMO

To: Board of Education
From: Dan Stanley
CC: Dr. Scott Warren
Date: August 25, 2015
Re: Non-Certified Employment

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

| Last Name | First Name | Hourly Rate | Position | Action |
|-------------|------------|-------------|--------------------------|-----------------|
| Day | Brenda | | Physical Therapist | Inc. FTE to 0.5 |
| Jassak | Kaitlin | | Associate FDK | Resignation |
| Vega | Berenice | 11.00 | Crossing Guard | Hire |
| Fredricksen | Julie | | Associate ELL | Resignation |
| Dilsaver | Netanya | | Associate SPED | Resignation |
| Ortman | Daryl | | Associate Spc Ed Guided | Resignation |
| Liacopoulos | Dimitra | | RTI Assoc./FDK Assoc. PM | Resignation |
| Harmon | Ellyn | 9.00 | 103 Club Associate | Hire |
| Zehren | Deana | | Associate SPED/Kdg PM | Resignation |
| Larson | Brittany | | Associate FDK | Resignation |
| Howard | Sam | 9.00 | 103 Club Associate | Hire |
| Szydlo | Samantha | | P.E. Assoc./Food Service | Resignation |
| Wong | Mary | 12.50 | ELL Associate | Hire |
| Rahn | Stephanie | | Associate FDK | Resignation |
| Budzon | Brittany | 12.50 | 103 Club Supervisor | Hire |
| Wozencraft | Elizabeth | 12.50 | Associate FDK | Hire |
| Flor | Karen | | School Nurse | Resignation |
| Moran | Eileen | 12.00 | Assoc. SPED AM 0.5 FTE | Hire |
| Ptak | Raymond | 11.00 | Crossing Guard | Hire |
| Brettner | Stacie | 12.50 | RTI Assoc/Kdg PM 0.89FTE | Hire |
| Driscoll | Lynn | 12.50 | Associate FDK | Hire |
| Watrous | Dawn | 12.50 | Associate FDK | Hire |
| Crawford | Chris | | Associate Spc Ed Guided | Resignation |
| Klemman | Timothy | 12.50 | Associate SPED | Hire |



Lincolnshire-Prairie View School District 103

TO: Board of Education

FROM: Scott Warren

DATE: August 19, 2015

RE: Semi-annual Review of Executive Session Minutes

The Open Meetings Act requires public bodies to periodically, but no less than semi-annually, meet to review minutes of all closed sessions. Based on a review by the Superintendent, it is recommended that the Board retain the confidentiality of the following minutes:

January 6, 2015
February 3, 2015
February 17, 2015
March 3, 2015
March 17, 2015
April 21, 2015
May 5, 2015
May 19, 2015
June 2, 2015
June 16, 2015 Executive Session 1 & 2
June 30, 2015 Executive Session 1 & 2
July 8, 2015 Executive Session 1 & 2



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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, January 6, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, January 6, 2015 in the Administration Offices 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

Executive Session convened at 10:03 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and collective bargaining matters.

Dr. Warren and the Board discussed two employee retirement situations.

Dr. Warren left the meeting at 10:35 p.m.

The Board discussed the Superintendent's performance evaluation.

Motion by Mr. Curtis, seconded by Mr. Yomtoob, to return to Open Session.

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

The meeting reconvened to Open Session at 11:10 p.m.

President Board of Education

Secretary Board of Education



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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, February 3, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, February 3, 2015 in the Administration Offices located at 1370 N. Riverwoods Road, Lincolnshire, Illinois.

The following Board Members were in attendance:

Gary Gordon, President

Kate Harper

Sandy Simon

Sherri Thomas

Anne van Gerven

Ben Yomtoob

Absent: Chris Curtis, Vice President

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Mrs. Katie Reynolds, Assistant Superintendent for Curriculum and Instruction

Julie Postma, Director of Student Services

Norma Taylor, Board Secretary

Executive Session convened at 8:45 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and the placement of individual students in special education programs and other matters relating to individual students.

Mrs. Postma provided an update on a special education student who will be home schooled.

Mr. Stanley, Mrs. Reynolds, Mrs. Postma, and Norma Taylor left the meeting at 8:49 p.m.

The Board and Dr. Warren discussed progress on the Superintendent Goals.

Motion by Mr. Yomtoob, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting reconvened to Open Session at 9:00 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, February 17, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, February 17, 2015 at Half Day School, located at 239 Olde Half Day 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/CSBO

Mrs. Katie Reynolds, Assistant Superintendent for Curriculum and Instruction

Julie Postma, Director of Student Services

Norma Taylor, Board Secretary

Executive Session convened at 9:58 p.m. to discuss the placement of individual students in special education programs and other matters relating to individual students.

Dr. Warren noted Mrs. Postma will provide the Board an update of a 3rd grade special education student who is currently being homeschooled. Mrs. Postma notified the Board there was to be an agreement in place for the homeschooling, but that agreement is pending at this time. She hopes to bring the agreement to the next meeting.

Motion by Mrs. Simon, seconded by Mrs. Harper to return to Open Session.

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

The meeting reconvened to Open Session at 10:12 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, March 3, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, March 3, 2015 in the Library 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

Norma Taylor, Board Secretary

Executive Session convened at 8:46 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Discussion was held regarding the performance of an administrator.

Motion by Mr. Yomtoob, seconded by Mrs. Harper, to return to Open Session.

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

The meeting reconvened to Open Session at 9:08 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, March 17, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, February 17, 2015 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/CSBO

Julie Postma, Director of Student Services

Norma Taylor, Board Secretary

Executive Session convened at 8:15p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and the placement of individual students in special education programs and other matters relating to individual students.

Dr. Warren asked Mrs. Postma to provide an update of a 3rd grade student who is currently receiving education outside of the district. Mrs. Postma distributed an agreement presented to the District from the parents of this student and reviewed details of the agreement.

Mr. Stanley reported on a member of the custodial staff who is nearing retirement.

Mrs. Postma and Mr. Stanley left the meeting at 8:45 p.m.

Dr. Warren discussed each administrator's goals and their performance evaluation.

Motion by Mrs. Harper, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting reconvened to Open Session at 9:41 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, April 21, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, April 21, 2015 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

Kate Harper

Sandy Simon

Sherri Thomas

Anne van Gerven

Absent: Chris Curtis, Vice President

Ben Yomtoob

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Michelle Blackley, Principal Daniel Wright Junior High School

Norma Taylor, Board Secretary

Executive Session convened at 7:55 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Dr. Warren discussed the unprofessional behavior and substandard performance of a specific employee.

Motion by, Mrs. Harper, seconded by Mrs. Simon, to return to Open Session.

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

The meeting reconvened to Open Session at 8:07 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, May 5, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, May 5, 2015 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

Sherri Thomas

Anne van Gerven

Ben Yomtoob

Absent: Sandy Simon

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Norma Taylor, Board Secretary

Executive Session convened at 8:06p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and collective negotiating matters.

Collective Negotiating Matters - Dr. Warren and the Board discussed the potential of rolling over the current contract into another year, and other specifics of the contract.

Mr. Stanley informed the Board of Debra Maske, a bus driver, who has let her bus driver permit expire. She is currently on suspended leave without pay.

Dan Stanley left the room at 8:25 p.m.

Dr. Warren discussed the unprofessional behavior and substandard performance of Spanish Teacher Laura Brennan. Ms. Brennan has received both verbal and written warnings on various occasions. Dr. Warren recommends the Board issue a Notice to Remedy.

Motion by, Mrs. Harper, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting reconvened to Open Session at 9:05 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, May 19, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, May 19, 2015 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

Absent: Ben Yomtoob

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business/CSBO

Katie Reynolds, Assistant Superintendent for Curriculum and Instruction

Norma Taylor, Board Secretary

Executive Session convened at 8:30 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and student disciplinary cases.

Dr. Warren asked Mr. Stanley to report on the post-retirement service award for Tom Stadler. Mr. Stanley informed the Board that Mr. Stadler will not be receiving this award because of the ERO penalties the district is incurring.

Dr. Warren discussed the employment of Kendra Perri for the part time Curriculum Coordinator position.

The Board discussed the notice to remedy for Laura Brennan.

Dr. Warren updated the Board on two student suspensions.

Motion by Mrs. Harper, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting reconvened to Open Session at 9:13 p.m.

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, June 2, 2015

Executive Session of the Board of Education Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, June 2, 2015 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
Kate Harper
Sandy Simon
Sherri Thomas
Anne van Gerven
Ben Yomtoob

Absent: Chris Curtis, Vice President

Also present were:

Dr. Scott Warren, Superintendent
Norma Taylor, Board Secretary

Executive Session convened 8:11 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and collective negotiating matters.

Dr. Warren provided an update on a discussion he had with association leadership on rolling over the master contract one year.

Norma Taylor left the room at 8:25 p.m.

Dr. Warren reviewed his goals for the year with the Board.

Dr. Warren left the room at 9:24 p.m.

The Board discussed the Superintendent's evaluation.

Motion by Mrs. Harper, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting reconvened to Open Session at 10:13 p.m.

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BOARD OF EDUCATION 1st EXECUTIVE SESSION MINUTES
Tuesday, June 16, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, June 16, 2015 in the Administration Offices 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

Absent: None

Executive Session convened at 6:10 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and the selection of a person to fill a public office.

The Board discussed two individuals who have applied to fill the vacant seat on the Board.

The Board discussed the Superintendent's evaluation.

Motion by Mrs. Thomas, seconded by Mrs. Harper, to return to Open Session.

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

The meeting reconvened to Open Session at 7:00 p.m.

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BOARD OF EDUCATION 2nd EXECUTIVE SESSION MINUTES

Tuesday, June 16, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, June 16, 2015 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

Absent: None

Executive Session convened at 8:30 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

The Board discussed the Superintendent's evaluation.

Motion by Mr. Curtis, seconded by Mrs. Simon, to return to Open Session.

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

The meeting reconvened to Open Session at 9:07 p.m.

President Board of Education

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BOARD OF EDUCATION 1st EXECUTIVE SESSION MINUTES
Tuesday, June 30, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, June 30, 2015 in the Administration Offices 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

Absent: None

Executive Session convened at 6:10 p.m. to discuss the selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

The Board interviewed six candidates for the Board vacancy: Carie Cohen, Trupti Dixit, Scott Williams, Marissa Grossenbach, Sandra Wright, and Heather Bawden.

Motion by Mr. Curtis, seconded by Mrs. Simon, to return to Open Session.

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

The meeting reconvened to Open Session at 9:15 p.m.

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BOARD OF EDUCATION 2nd EXECUTIVE SESSION MINUTES
Tuesday, June 30, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Tuesday, June 30, 2015 in the Administrative Office 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

Absent: None

Executive Session convened at 9:18 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and union negotiations.

The Board discussed the Superintendent's evaluation.

Dr. Warren joined the meeting at 9:20 p.m. to discuss union negotiations.

Motion by Mrs. van Gerven, seconded by Mrs. Simon, to return to Open Session.

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

The meeting reconvened to Open Session at 9:27 p.m.

President Board of Education

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BOARD OF EDUCATION 1st EXECUTIVE SESSION MINUTES
Wednesday, July 8, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Wednesday, July 8, 2015 in the Administration Offices located at 1370 N. Riverwoods Road, Lincolnshire, Illinois.

The following Board Members were in attendance:

Gary Gordon, President

Chris Curtis, Vice President

Kate Harper

Sherri Thomas

Anne van Gerven

Absent: Sandy Simon

Executive Session convened at 5:56 p.m. to discuss the selection of a person to fill a public office, as defined in the Open Meetings Act.

The Board interviewed six candidates for the Board vacancy: Scott Glickson, Malathy Dwaraknath, Daphne Dickens-King, James Konieczny, Edward Hughes and Jit Lodd.

Motion by Mrs. Harper, seconded by Mrs. Thomas, to return to Open Session.

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

The meeting reconvened to Open Session at 9:52 p.m.

President Board of Education

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BOARD OF EDUCATION 2nd EXECUTIVE SESSION MINUTES

Wednesday, July 8, 2015

The Board of Education of Lincolnshire-Prairie View School District 103 held an Executive Session on Wednesday, July 8, 2015 in the Administrative Office located at 1370 N. Riverwoods Road, Lincolnshire, Illinois.

The following Board Members were in attendance:

Gary Gordon, President

Chris Curtis, Vice President

Kate Harper

Sherri Thomas

Anne van Gerven

Absent: Sandy Simon

Also Present: Dr. Scott Warren

Executive Session convened at 9:55 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Dr. Warren informed the Board Mark Westhoff has resigned his position in the district.

Motion by Mrs. van Gerven, seconded by Mrs. Harper, to return to Open Session.

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

The meeting reconvened to Open Session at 10:03 p.m.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

TO: Board of Education

FROM: Scott Warren

DATE: August 19, 2015

RE: Destruction of Recordings of Executive Session Meetings

The Open Meetings Act Section 5 ILCS 120/2.06 (c) states verbatim recordings may be destroyed no less than 18 months after completion of the meeting recorded but only after:

- 1) the public body has approved the minutes for the closed session, and
- 2) the public body has approved the destruction of the verbatim record.

It is my recommendation that the Executive Session verbatim recordings listed below be destroyed in accordance with state law:

July 9, 2013 Executive Session 1 & 2
August 13, 2013 Executive Session 1 & 2
August 20, 2013
September 3, 2013 Executive Session 1 & 2
September 17, 2013
October 15, 2013
December 3, 2013
December 17, 2013



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**BOARD OF EDUCATION EXECUTIVE SESSION 1 & 2
MINUTES Tuesday, July 9, 2013**

The Executive Session of the Board of Education Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, July 9, 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

Norma Taylor, Board Secretary

Executive Session convened at 8:44 pm.

The Board reviewed items concerning the teacher contract negotiations.

Dr. Warren reviewed administrator contracts.

Dr. Warren, Dan Stanley, and Norma Taylor left the meeting at 10:57 pm.

The Board discussed the Superintendent's Contract.

Dr. Warren and Norma Taylor rejoined the meeting at 11:17 pm

The Board discussed the Superintendent and Administrators' Contracts.

Motion by Mr. Curtis, seconded by Mrs. Simon, to return to Open Session.

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

The meeting returned to Open Session at 11:50 pm.

2nd Executive Session convened at 11:53 pm.

Dr. Warren and Mr. Stanley discussed Administrator's Contracts.

Motion by Mr. Yomtoob, seconded by Mrs. Simon to move into Open Session.

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

The meeting returned to Open Session at 11:55 pm.

President Board of Education

Secretary Board of Education



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BOARD OF EDUCATION FIRST EXECUTIVE SESSION MINUTES
Tuesday, August 13, 2013

The First Executive Session of the Special Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, August 13, 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

Absent: Ben Yomtoob

Also present were:

Dr. Scott Warren, Superintendent

Dan Stanley, Assistant Superintendent for Business

Norma Taylor, Board Secretary

Executive Session convened at 6:36 pm.

The Board reviewed items concerning the teacher contract negotiations.

Motion by Mr. Curtis, seconded by Mrs. Thomas, to return to Open Session.

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

The meeting returned to Open Session at 7:05 pm.

President Board of Education

Secretary Board of Education



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BOARD OF EDUCATION SECOND EXECUTIVE SESSION MINUTES
Tuesday, August 13, 2013

The Second Executive Session of the of Lincolnshire-Prairie View School District 103 was held on Tuesday, August 13, 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

Norma Taylor, Board Secretary

Executive Session convened at 8:44 pm

The Board discussed the performance of Laura Brennan, Spanish Teacher at Daniel Wright.

The Board discussed the teacher negotiation contract talks surrounding adding 20 minutes to the school day at Daniel Wright.

Mr. Stanley left the meeting at 9:25 pm.

The Board provided feedback to Dr. Warren regarding his performance.

Dr. Warren provided an update on the new security system for the district.

Motion by Mr. Curtis, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting returned to Open Session at 9:29 pm.

President Board of Education

Secretary Board of Education



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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, August 20, 2013

The Executive Session of the Special Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, August 20, 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

Kate Harper

Sandy Simon

Sherri Thomas

Anne van Gerven

Absent: Chris Curtis

Ben Yomtoob

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

Executive Session convened at 7:24 pm.

Mr. Gordon reminded the board that policies can't be discussed in closed session. He stated tonight's topics for Executive Session are the teacher contract negotiations, personnel employment, and the board and superintendent goals. He suggested that as two board members are absent, tonight would not be the time to discuss the board and superintendent goals.

Mr. Gordon reviewed specific details of the tentative teacher contract.

The Board discussed the Administration's decision to hire a retired teacher, Susan Anhalt, as the 0.5 Early Childhood Teacher at Sprague School. The board also discussed the Administration's decision to hire retired teacher, Allison Derr, as the maternity leave of absence for Julie Gaunky.

Mrs. Katie Reynolds informed the board of the final candidate for the part-time Assistant Director of Curriculum and Instruction is LeeAnn Delli, a current Kindergarten teacher.

Motion by, Mrs. Simon, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting returned to Open Session at 8:31 pm.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

BOARD OF EDUCATION COW 1st EXECUTIVE SESSION MINUTES
Tuesday, September 3, 2013

The First Executive Session of the Committee of the Whole Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, September 3, 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
Katie Reynolds, Assistant Superintendent for Curriculum and Instruction
Julie Postma, Director of Student Services
Norma Taylor, Board Secretary

Executive Session convened at 8:04 pm.

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

Dr. Warren presented the contract for the part-time Assistant Director for Curriculum and Instruction, Jennifer Lynn.

The Board discussed the compensation for the position and Dr. Warren will review the contract.

At 8:35pm, Dr. Warren, Mr. Stanley, Mrs. Reynolds, Mrs. Postma and Norma Taylor left the meeting.

The Board discussed adding a year to the Superintendent's contract.

The Board discussed the compensation for Jennifer Lynn.

At 8:40pm, Dr. Warren joined the meeting.

Mr. Gordon informed Dr. Warren the Board would like to add a year to the superintendent's contract at the next Board meeting.

Dr. Warren presented his goals and the Board discussed each goal. The Board discussed meeting to prioritize their goals for the superintendent.

Motion by Mr. Yomtoob, seconded by Mrs. Simon, to return to Open Session.

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

The meeting returned to Open Session at 9:15 pm.

At 9:15 pm, Mr. Stanley, Mrs. Postma and Norma Taylor joined the meeting.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

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<http://www.d103.org>

BOARD OF EDUCATION COW 2nd EXECUTIVE SESSION MINUTES

Tuesday, September 3, 2013

The Second Executive Session of the Committee of the Whole Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, September 3, 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

The second Executive Session convened at 9:25 pm.

Dr. Warren informed the Board of a salary adjustment he would like to make for Mary Burks, Administrative Assistant to the Director of Student Services and Lisa Solesky, the Administrative Assistant to the Assistant Superintendent for Curriculum and Instruction.

Motion by, Mr. Curtis, seconded by Mrs. Simon, to return to Open Session.

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

The meeting returned to Open Session at 9:35 pm.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

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<http://www.d103.org>

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 4th 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.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

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<http://www.d103.org>

BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, October 15, 2013

Executive Session of the Regular Board of Education Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, October 15, 2013 in the Library of Laura B. Sprague School located at 2425 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

Norma Taylor, Board Secretary

Executive Session convened at 8:05 pm.

Dr. Warren presented to the Board the Goals for each Administrator for the year. He explained these goals are Exhibit A of the Administrator Contract and important to the Board as the Superintendent's evaluation is, in part, reflective of these goals.

Mr. Gordon reminded the Board what was recently negotiated with the Association regarding the potential for increasing 20 minutes on to the school day at Daniel Wright Junior High School. Ultimately, the decision as to whether or not to add minutes to the day will be worked out with Dr. Warren and the Association.

Motion by, Mr. Curtis, seconded by Mrs. Simon, to return to Open Session.

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

The meeting returned to Open Session at 8:05 pm.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, December 3, 2013

Executive Session of the Committee of the Whole Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, December 3, 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

Mr. Dan Stanley, Assistant Superintendent for Business

Norma Taylor, Board Secretary

Executive Session convened at 7:30 pm.

Mr. Stanley informed the Board that the Administrator contracts allow for a \$6,000 per year stipend. TRS has informed the District this is not considered credible earnings. Discussion was held about rewriting the language in the contracts. Discussion was held specifically regarding Julie Postma, Director of Student Services, as she is currently in the retirement track.

Mr. Stanley informed the Board that Nick Pagano was recently hired as a wrestling coach. This afternoon Mr. Stanley was informed that his background check came back that he had been arrested, not convicted, a few years ago. Mr. Stanley immediately terminated his employment.

Motion by, Mr. Yomtoob, seconded by Mrs. Thomas, to return to Open Session.

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

The meeting returned to Open Session at 8:16 pm.

President Board of Education

Secretary Board of Education



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, December 17, 2013

Executive Session of the Board of Education Meeting of Lincolnshire-Prairie View School District 103 was held on Tuesday, December 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
Kate Harper
Sandy Simon
Sherri Thomas
Anne van Gerven
Ben Yomtoob

Absent: Chris Curtis, Vice President

Also present were:

Dr. Scott Warren, Superintendent
Mr. Dan Stanley, Assistant Superintendent for Business
Katie Reynolds, Assistant Superintendent for Curriculum and Instruction
Julie Postma, Director of Student Services
Margaret St. Claire, Principal Daniel Wright Junior High School
Norma Taylor, Board Secretary

Executive Session convened at 7:42 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and litigation.

Mr. Gordon reminded the Board the Consent Agenda Item "Approval of Employment" will be discussed in Executive Session as it relates to a specific employee. The other Consent Agenda item pulled "Approval of Early Morning Band Stipend" will be discussed in Open Session only.

The Board asked about the approval of employment of Mr. David Poukey to serve as the parental leave replacement for Christina Louchios, Reading Specialist at Daniel Wright and his qualifications for this position. Dr. Warren explained Mr. Poukey has the middle school endorsement in reading, has been in the building this year filling a leave of absence in 6th grade Social Studies and has become familiar with the students and staff. After the interview process the team felt he was an exceptional candidate.

Dr. Warren informed the Board that the SEDOL withdrawal is entering into hearings so consequently it can be discussed in closed session. Dr. Warren referenced the FOIA the district received from Robert Swain of Hodges, Loizzi, Eisenhammer, Rodick & Kohn LLP requesting documents relevant to the petition and withdrawal proceedings.

Dr. Warren informed the Board that he and Mrs. Postma met with Northwest Suburban Special Education Organization (NSSEO) to look at various services they offer and the costs. Based on that and the services offered from District 96, withdrawal from SEDOL is now a stronger possibility in June 2014.

Motion by, Mr. Yomtoob, seconded by Mrs. van Gerven, to return to Open Session.

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

The meeting returned to Open Session at 7:59 pm.

President Board of Education

Secretary Board of Education



LINCOLNSHIRE – PRAIRIE VIEW SCHOOL DISTRICT 103
1370 RIVERWOODS ROAD
LINCOLNSHIRE, IL 60069
847.295.4030
(FAX) 847.295.9196

MEMO

TO: Board of Education and Dr. Warren, Superintendent
FROM: Julie Postma, Director of Student Services
DATE: August 25, 2015
RE: Renewal of Speech Path Specialist, LTD contract for Lisa Cole

Attached for your review is the contract for Speech Path Specialist, Ltd.

The contract is for Lisa Cole, Speech Language Pathologist, who we hire through a contract with Speech Path Specialist LTD. Lisa has been working as a part-time speech and language pathologist in District 103 since Fall, 2009. Lisa provides services for the students at Daniel Wright who require speech and language, and who are not serviced by Daniel Wright's full time speech language pathologist. The amount of service required by students requiring speech language services is greater than one full time SLP can provide. In addition, Lisa provides the speech and language services for the students in the Guided classroom at Daniel Wright. The services provided within the Guided classroom are a "shared cost" with District 102 and District 96. The cost is determined based on each District's student enrollment. Lisa is an asset to the District and an integral member of the DW team.

I strongly recommend the renewal of this contract.

—————*Speech Path Specialists, Ltd.*—————

Speech Path Specialists, Ltd.

Therapy Staffing Agreement

THIS AGREEMENT is made this day of August 12, 2015, by and between the Board of Education of Lincolnshire-Prairie View School District #103, a body politic organized and operating under the *School Code of Illinois* with its principal office located at 1370 Riverwoods Road, Lincolnshire, IL 60069 (hereinafter called “Purchaser”), and Speech Path Specialists, Ltd., a corporation doing business with offices at 1636 Mulberry Drive, Lake Villa, IL 60046, (hereinafter called “Provider”).

WHEREAS, Provider, employs and provides licensed speech/language pathologists in connection therewith established and maintain general standards and specifications for speech/language pathology services in compliance with applicable State and Federal laws, and

WHEREAS, Purchaser is in need of a licensed speech/language pathologist to provide speech/language pathology services to certain students;

WHEREAS, Purchaser desires to contract with Provider for the furnishing of speech/language pathology services to certain students.

NOW THEREFORE, in consideration of the mutual promises and benefits contained herein and other good and valuable consideration, the parties agree as follows:

1. Purchaser’s Responsibilities.

A. Purchaser shall undertake and be responsible for the following obligations:

- I. It is the Purchaser’s sole responsibility to determine applicable law and notify the Provider as to what level of staff Provider must use in each given situation.
- II. Purchaser is responsible for monitoring the services performed under this Agreement by the assigned speech/language pathologist and periodically evaluate such performance, from time to time, under appropriate State and Federal regulations.
- III. Purchaser is responsible for providing sufficient information to the certified speech/language pathologist to facilitate the arrangement,

Individual Education Program planning, and meetings as directed by State and Federal regulations.

- IV. Purchaser agrees to pay a rate of seventy-five dollars (\$75.00) per hour for speech/language pathology services provided by Lisa Cole, Speech/language pathologist, under this agreement.
- V. Purchaser agrees to pay the hourly rate set forth in subsections (IV) for the assigned speech/language pathologist to attend any Institute Day approved and held by Purchaser.
- VI. When requested by the Purchaser, Purchaser agrees to pay a rate of fifty dollars (\$50.00) per hour for Lisa Cole, Speech/language pathologist, to attend District workshops related to team planning, under this agreement.
- VII. Upon receipt of timesheets for Provider, payment shall be made by Purchaser in accordance with the *Illinois Local Government Prompt Payment Act*, 50 ILCS 505/1 et seq., and shall be strictly subject to Purchaser's timely receipt of monthly invoices and the related itemized timesheets in Section 2, A, VII, herein.

2. Provider's Responsibilities

A. Provider shall undertake and be responsible for the following obligations:

- I. Provider will maintain general liability and professional malpractice insurance in the minimum amount of one million dollars (\$1,000,000.00) for each occurrence and three million dollars (\$3,000,000.00) in the aggregate on the assigned speech/language pathologist at all times during the period of the Agreement. In the event such coverage is provided under "claims made" policy, such coverage shall remain in effect (or the covered party shall procure equivalent "tail coverage") for a period of not less than five (5) years following termination of this Agreement. Further, as evidence of such coverages, within seven (7) days of this Agreement, Provider will provide Purchaser with a current Certificate of Insurance and shall list the following additional insured on Provider's general liability policy; Board of Education of Lincolnshire-Prairie View School District No. 103. Said Certificate of Insurance shall provide for thirty (30) days written notice to Purchaser prior to cancellation of the general liability coverage.
- II. Provider shall provide duly licensed speech/language pathologist, Lisa Cole, to provide speech/language pathology services, including but not limited to, evaluations, reevaluations, and progress reports, the

provision of therapy, therapy notes, and participation at staff meetings, IEP conferences, and parent conferences, on an as-needed basis and as determined by the Purchaser.

- III. The assigned speech/language pathologist will perform the services set forth in the Agreement for a 0.8 full-time equivalent (FTE) for the 2015 – 2016 school year, pursuant to the Purchaser’s school calendar. The assigned speech/language pathologist shall obtain written authorization from the Purchaser’s Director of Student Services prior to performing services for more than 0.8 FTE.
- IV. Upon initial hire, Provider shall provide to Purchaser, prior to commencing services, a copy of all required certificates and/or licenses and other hiring documents of the speech/language pathologist providing services under this Agreement. The assigned speech/language pathologist shall hold the required certification and/or licensure to perform her duties and responsibilities in compliance with established code. The assigned speech/language pathologist, shall at times when providing services pursuant to this Agreement conform to the applicable polices, practices, procedures, and rules set forth by the standards of practice and code of ethics set forth by her professional associations.
- V. Upon initial hire, Provider shall provide, at its own expense, a criminal background check for the assigned speech/language pathologist in accordance with Section 5/10-21.9 of the *Illinois School Code*. The criminal background check must have been completed within ninety (90) days prior to the commencement of the services. If the Provider obtains the criminal background check, Provider shall provide the criminal background report to Purchaser’s Business Office. If Purchaser obtains the criminal background check, Provider shall reimburse Purchaser therefore.
- VI. Provider agrees that the assigned speech/language pathologist will be under the direct supervision of Purchaser, its agents and employees. Purchaser may terminate any assignment of the speech/language pathologist at any time and for any reason. The assigned speech/language pathologist shall, at all times when providing services under this Agreement, conform to the applicable policies, practices, procedures and rules set forth by Purchaser. Purchaser retains the right to repeal, change and modify any policies or regulations which it has adopted or may hereafter adopt, subject however, to restrictions contained in the *School Code of Illinois* and other applicable law.
- VII. The assigned speech/language pathologist will complete itemized timesheets reflecting the date(s) of services, the location(s) of service,

the service(s) provided, and the time incurred to the Provider. The Provider will provide detailed timesheets indicated the date(s) and hour(s) of service(s) on a monthly basis after services are provided pursuant to the Agreement. Provider will submit invoices to Purchaser on a monthly basis for services rendered under this Agreement.

- VIII. Provider will maintain Worker's Compensation Insurance for the assigned speech/language pathologist as required by State law at all times during the period of this Agreement.
- IX. Provider agrees to indemnify, hold harmless and defend Purchaser, its employees, officers, directors, and agents, against any and all liability, loss, damage, claim, demand, judgment, cause of actions, cost of expenses, including attorney's fees, arising from by reason of, based upon, or relating to, performance of any act or negligence of Provider or its speech/language pathologist during the performance of this Agreement. Notwithstanding anything to the contrary, Provider's obligations with respect to indemnification for acts described in this Section shall not apply to the extent that such application would nullify any existing insurance coverage of Provider or as to that portion of any claim of loss ion which the Insurer is obligated to defend or satisfy.

3. Parties' Mutual Responsibilities

A. The parties shall each undertake the following obligations:

- I. Provider and Purchaser are independent contractors. Nothing in this Agreement shall be deemed to create a relationship of employer and employees, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of this Agreement. It is understood that the assigned speech/language pathologist is an employee of Provider and shall not be deemed an employee or agent of Purchaser. Provider shall provide all compensation and withhold and remit all payroll taxes and other contributions arising from an employment relationship, including but limited to FICA, federal personal income tax, and state personal income tax. The assigned speech/language pathologist shall not be entitled to any of the rights and privileges for the employees of Purchaser, including but not limited to: vacations and vacation pay, sick leave with pay, paid holidays, life, accident or health insurance, participation in retirement programs provided by the Sate of Illinois or Purchaser, or severance pay upon termination of this Agreement.

- II. The parties understand and agree that this Agreement is not exclusive in any respect and both parties are entitled to enter into similar contracts, agreements, or relationships with other parties concerning the subject matter.
- III. The parties understand and agree that all school student records maintained by Purchaser that are used by Provider or the assigned speech/language pathologist under this agreement shall be and remain the property of Purchaser. Each party to this Agreement shall make available to the other party to this Agreement medical and other information, as may be permitted by law, for defense of any claim. Provider and the *Family Educational Rights and Privacy Act, the Illinois School Student records Act, the Illinois mental Health and Developmental Disabilities Confidentiality Act, and the Health Insurance Portability and Accountability Act of 1996*, and their respective regulations, regarding student records and the information contained therein as to all students to whom Provider or its speech/language pathologist provide services under this Agreement.
- IV. “Quality Assurance” means that both Provider’s and Purchaser’s services will be consistent with the standards generally accepted by governmental and professional review entities.
- V. The parties agree that neither will be discriminate in the performance of the Agreement against any individual on the basis of race, color, national origin, disability, religion, age, sex, ancestry, marital status, military status, sexual orientation, unfavorable discharge from military service or any other classification protected by Federal, State or local law.

4. Term

The term of the Agreement shall be for the 2015 – 2016 school year, including extended school year services (ESY), as determined by Purchaser’s school calendar, unless sooner terminated by either party. Either party may terminate this agreement for any reason, at any time, by delivering to the other party written notice not less than thirty (30) days in advance to the address listed in this Agreement. Provider will be entitled to recover any outstanding compensation earned as of the date of receipt of written notification from Purchaser of its termination of this Agreement.

5. Notices

All notices required or permitted hereunder shall be deemed effective if personally delivered or mailed by certified or registered mail, postage prepaid; return receipt required, to the last known addresses of the parties as set forth

herein below or at such other addresses of which the party shall have received written notice. Notice shall be deemed effective when postmarked.

6. Non-Solicitation of Personnel

For the term of this Agreement and for a period of one (1) year from the termination of this Agreement, Purchaser shall not solicit or attempt to solicit for any reason personnel employed by or under the contract with Provider. If the assigned speech/language pathologist under this Agreement, obtains full-time employment, part-time employment, and/or provides any services to Purchaser, either due to a breach of this Agreement or on or after the termination of this Agreement; Purchaser hereby agrees and acknowledges paying Provider liquidated damages in the amount of ten thousand dollars (\$10,000.00).

7. Miscellaneous

- A. This Agreement shall be governed by, construed, interpreted and enforced in accordance with the laws of the State of Illinois; provided, however, that the conflicts of law principles of the State of Illinois shall not apply to the extent they would operate to apply the laws of another state. Each of the parties agrees that jurisdiction and venue in the Circuit Court for the Lake County, Illinois or in the United States District Court for the Northern District of Illinois. Each of the parties agrees not to institute any litigation in any other jurisdiction or venue in connection with the dispute herewith. Each of the parties further agrees to waive any defense that Lake County, Illinois or the United States District Court for Northern District of Illinois is an improper or inconvenient court or venue for any litigation arising in connection herewith.
- B. This is the complete and total agreement of the parties and thereby superseded all other prior oral or written agreements. This Agreement will not be amended, modified or waived, in any respect whatsoever, unless expressly approved by the parties in writing. The provisions of this Agreement shall be severable and if any provision shall be prohibited by law, invalid or unenforceable in whole or in part for any reason, the remaining provisions shall remain in full force and effect.
- C. This Agreement shall be binding upon and inure to the benefit of Provider, its successors and assigns, and shall be binding upon, and inure to the benefit of the Purchaser, its successors and assigns.
- D. Both parties have had the opportunity to seek the advice of counsel.
- E. This Agreement may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.

F. All representations and warranties made by each party in this Agreement, and all covenants and obligations of each party which are to be performed after the termination of this Agreement, shall survive the termination of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective names and, in the case of Purchaser by the President and Secretary of its Board of Education, on the day and year written below.

Board of Education of Lincolnshire-
Prairie View School District #103
Lake County, Illinois

By: _____
President

Attest: _____
Secretary

Date: _____

Speech Path Specialists, Ltd.

By:  _____

Printed Name: Chet E. Caruth

Title: President

Date: 08/12/2015



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: Katie Reynolds
CC: Dr. Scott Warren
Date: August 20, 2015
Re: Title I Plan

As required by No Child Left behind act, all districts that receive Title I money are required to have a Title I District Plan on file with the Illinois State Board of Education.

District 103 originally submitted a Title I Plan in February, 2007. During the 2014-2015 School year, Judy Frank-Gonwa worked with a committee of reading and math interventionists to revise the district plan to more accurately reflect the districts intervention model and assessments information.

Attached you will find a copy of the revised plan.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Title I District Plan

| | |
|--------------------------------|-----------|
| Board Approval Date: | 8/25/2015 |
| Plan Submission Date & Ref No: | |
| ISBE Monitoring Date: | N/A |

LINCOLNSHIRE-PRAIRIEVIEW SD 103

PRELIMINARY INFORMATION

District Information

RCDT Code Number : 3404910300000

District Name: LINCOLNSHIRE-PRAIRIEVIEW SD 103

Superintendent: Dr. Scott Warren

District Address: 1370 RIVERWOODS RD

Telephone # : 847-295-4030

City/State/Zip: LINCOLNSHIRE, IL 60069 2402

Email : kreynolds@d103.org

Is this for a Title III district that did not meet AMAO? No

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-A. Additional Academic Assessments

Part A - Additional Academic Assessments

Describe student academic assessments, if any, that are in addition to state academic assessments used:

- 1. To determine the success of children in meeting standards and to provide information on the progress towards meeting standards.**
- 2. To assist in diagnosis, teaching, and learning in the classroom in ways that best enable low-achieving children to meet standards and do well in the local curriculum.**
- 3. To determine what revisions are needed to projects so that such children meet state standards.**
- 4. To identify effectively students who may be at risk for reading failure or who are having difficulty reading, through the use of instructional reading assessments.**

District 103 monitors progress all students, K-8, on a number of different assessments. These assessments are used to determine students who may not meet state standards and/or district benchmarks.

Students in grades K-4 are given assessments as a tool for progress monitoring at the beginning, middle, and end of the year in reading and mathematics to determine progress toward district benchmarks. Students at Daniel Wright School are given benchmark assessments on a quarterly basis. All benchmarks align with Federal and State expectations. Local assessments, both formative and summative, are used to aid teachers in identifying students who made need additional support in reading.

The Measures of Academic Progress (MAP) is given to students in grades 2-8 in the areas of reading and mathematics. The subgroups of math and reading in MAP are aligned to state standards and allow staff members to determine in which areas students are experiencing problems. The data can be used to form flexible groups to reinforce skills or reteach important concepts. One feature of the test allows the district to determine whether or not it is likely that a student will not meet standards on state mandated assessments. The District uses this information to determine trends and patterns, as well as to identify students who may need assistance in order to meet district benchmarks.

Students who need additional assistance in literacy and mathematics may receive that help an interventionist in the building.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-B. Other Academic Indicators

Part B - Other Academic Indicators

Describe any other indicators that the district will use in addition to the academic indicators that the State uses to determine Adequate Yearly Progress (AYP), if any.

Teachers use assessments from the reading series to assist in identifying student learning deficiencies. Topic tests in mathematics are also used to inform instruction. Benchmark assessments at the K-8 level in ELA and math as well as common formative assessments are examined to determine if the students are meeting AYP. State and local rubrics, checklists, and anchor papers are used to help students understand whether or not their work meets State standards and/or classroom and district norms.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-C. Educational Assistance to Students

Part C - Educational Assistance to Students

Describe how additional educational assistance will be provided to individual students assessed as needing help in meeting State standards.

After determining that a student does not meet State standards which are reflective of CCSS, the District aids the student in a number of ways. First, individual classroom teachers provide additional Tier 1 intervention for the student in the area of need. If that does not rectify the deficiency, then the student's need may be brought to the Pupil Services Team (PST) for discussion. This team assists in deciding the next course of action, which may include working with the Interventionist on specific skill development, or grouping the student with others who share his or her need and delivering additional instruction. During this flexible grouping, the additional services may also be administered by a classroom teacher. All student progress is regularly monitored by a grade level/building Data Team. If a student does not meet benchmarks, the following will happen: Tier 1 support. If benchmarking indicates that more support is needed, Tier 2 services are offered. Tier 1 intervention may continue as well. Between data meetings, intervention can be provided or adjusted. Tier 3 services would occur after determination is made by the PST and parents.

Some students who do not meet State standards are already receiving additional services by special education teachers.

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LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-D. Professional Development for Teachers and Principals

Part D - Professional Development for Teachers and Principals

Describe how the district will coordinate programs under Title I and Title II to provide professional development for teachers and principals, and, if appropriate, pupil services personnel, administrators, parents and other staff, including district level staff.

Title I and Title II are planned and coordinated to complement one another and offer staff the opportunity to participate in staff development that will continue to build their professional instructional skills. Much of Title II is allocated to providing substitutes so that staff members can attend professional development opportunities. Title I helps to fund curriculum workshops, especially during the summer, so that teachers can focus on improving instructional techniques and implementing the latest research to improve student achievement. The District is working to provide many opportunities for staff to learn and understand the impact that Response to Intervention will have on their instructional program, especially in the area of data-driven decision-making. We are specifically working on improving our reading and mathematics instruction with Title I funds.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-E. Coordination with Other Education Services

Part E - Coordination with Other Education Services

Describe how the district will coordinate and integrate services provided with other education services such as:

- 1. Even Start, Head Start, Reading First, Early Reading First and other preschool programs, including plans for the transition of participants in such programs to local elementary school programs; and**
- 2. Services for children with limited English proficiency, children with disabilities, migratory children, neglected or delinquent youth, Indian children, homeless children, and immigrant children in order to increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program.**

The District integrates children from preschool programs into the program at Sprague School, our K-2 building, as appropriate. Our ELL services, special education, and other students at risk are integrated into the regular education curriculum with support. Our reading program has an ELL component, and classroom teachers work with special education teachers and ELL teachers to provide the appropriate modifications and accommodations for students. They also co-plan lessons so that instruction is cohesive and coherent and all students have educational experiences that are equitable.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-F. Poverty Criteria

Part F - Poverty Criteria

Describe the poverty criteria that will be used to select school attendance areas.

The District uses free and reduced lunch to identify students for Title I count. The District is exempt from ranking attendance centers since we only have one school per grade span. Sprague houses students in grades K-2; Half Day houses students in grades 3-4; and Daniel Wright houses students in grades 5-8.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-G. Children in Need of Services

Part G - Children in Need of Services

Describe how teachers, in consultation with parents, administrators, and pupil services personnel, in targeted assistance schools will identify the eligible children most in need of services.

Students are identified through data from MAP, PARCC and classroom assessments. The District considers more than one data point when making important educational decisions about services for a child. Those children not meeting benchmarks will be identified through a data review conducted by the Data Team with areas of need identified in this process. After a student is identified as needing additional support, a plan is developed by classroom teacher(s) and the interventionist. The interventions are documented with planned follow-up put into place. Monitoring progress becomes an integral part of the plan. The team uses the progress monitoring data to determine the next steps required in meeting the child's needs.

Interventionists participate in the Parent/Teacher conferences. At specific points during the year, progress reports are completed by the interventionists.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-H. Programs and Educational Services

Part H - Programs and Educational Services

Describe the school-wide and/or targeted assistance programs to be conducted in the district's schools and where appropriate, educational services outside such schools for children living in local institutions for neglected or delinquent children and for neglected and delinquent children in community day school programs.

Does not apply at this time.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-I. Services for Migratory Children

Part I - Services for Migratory Children

Describe how the district will ensure that migratory children and formerly migratory children who are eligible to receive services are selected to receive such services on the same basis as other children who are selected to receive services under Title I.

Does not apply at this time.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-J. Support for Preschool Programs

Part J - Support for Preschool Programs

Describe how the district will use funds under Title I to support preschool programs such as Early Reading First, Head Start, Even Start.

Does not apply at this time. The District does not currently operate any preschool programs.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-K. District Actions for Schools Not Making AYP

Part K - District Actions for Schools Not Making AYP

Describe the actions of the district for its schools who do not make AYP.

Does not apply at this time.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-L. School Choice and Supplemental Services

Part L - School Choice and Supplemental Services

Describe how the district plans to implement, if necessary, public school choice and supplemental services.

Does not apply at this time.

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LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-M. Highly Qualified Teachers

Part M - Highly Qualified Teachers

Describe the steps the district has taken or will take to ensure that all teachers and paraprofessionals in the district are highly qualified.

Each staff members' credentials were examined to determine if they met the criteria for "highly qualified." For some staff, HOUSSE points were used, while most staff members were "highly qualified" based upon their certification. As vacancies occur, only applicants who have the proper credentials and certification are interviewed. Additionally, all paraprofessionals in the district are also considered "highly qualified," most through testing. The District completed a Compliance Visit in April and all appropriate policies and procedures are in place.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-N. Services for Homeless Children

Part N - Services for Homeless Children

Describe the services the district provides to homeless children.

At this time the District has no homeless children.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I-O. Parent Involvement Strategies

Part O - Parent Involvement Strategies

Describe how the district implements effective parent involvement strategies.

The District has many opportunities for parent involvement. The District holds two parent/teacher conferences during the school year, one in the fall and a second in the early spring. Additionally, parents are encouraged to contact their child's teacher at any time during the school year with any comment or concern they may have. Teachers are also encouraged to contact parents when they notice something which should be brought to the parents' attention. Collaborative communication between school and home is ongoing and numerous opportunities are provided to parents for this to occur. Curriculum Nights are held in the fall for each grade level, and Open House/Portfolio Nights are held in the spring. Transition Nights are also held for parents whose children are moving from one school to the other. Parents are involved in Parent Advisory Committees, PTO, Volunteer support in school, Cultural Arts programs, and fund raising activities.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section I–P. After School, Before School, and Summer School Programs

Part P - After School, Before School, and Summer School Programs

Describe how the district uses funds under Title I to support after school, before school, and summer school programs.

Title I funds are used to support some summer school programs offered by the District. The District targets remedial reading and mathematics as areas for Title I funds. Students needing additional work over the summer to refine and hone their reading and mathematics skills are identified by their teacher, with parental input. They are invited to participate in the appropriate reading or math class to work on additional skills. Each student in a remedial class is given an assessment at the beginning of the summer session to determine their performance to district benchmarks. Students are also assessed through the four-week session to determine progress. Students are tested at the end of the summer session to determine overall growth.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section IV-A Local Board Action

DATE APPROVED by School Board : 2/11/2007

A. ASSURANCES

1. Participate, if selected, in the State National Assessment of Educational Progress in 4th and 8th grade reading and mathematics carried out under NCLB Section 411(b)(2) of the National Education Statistics Act of 1994.
2. Inform eligible schools and parents of schoolwide program authority and the ability of such schools to consolidate funds from Federal, State, and local sources.
3. Provide technical assistance and support to schoolwide programs.
4. Work in consultation with schools as the schools develop the schools' plans pursuant to NCLB, Section 1114 and assist schools as the schools implement such plans or undertake activities pursuant to NCLB, Section 1115 so that each school can make adequate yearly progress toward meeting the State student academic achievement standards.
5. Fulfill such agency's school improvement responsibilities under NCLB, Section 1116, including taking actions under paragraphs (7) and (8) of NCLB, Section 1116(b).
6. Provide services to eligible children attending private elementary schools and secondary schools in accordance with NCLB, Section 1120, and timely and meaningful consultation with private school officials regarding such services.
7. Take into account the experience of model programs for the educationally disadvantaged, and the findings of relevant scientifically based research indicating that services may be most effective if focused on students in the earliest grades at schools that receive funds under this part.
8. In the case of a local educational agency that chooses to use funds under this part to provide early childhood development services to low-income children below the age of compulsory school attendance, ensure that such services comply with the performance standards established under NCLB, Section 641A(a) of the Head Start Act.
9. Work in consultation with schools as the schools develop and implement their plans or activities under NCLB, Sections 1118 and 1119.

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LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section IV-A Local Board Action

10. Comply with the requirements of NCLB, Section 1119 regarding the qualifications of teachers and paraprofessionals and professional development.
11. Inform eligible schools of the local educational agency's authority to obtain waivers on the school's behalf under Title IX and, if the State is an Ed-Flex Partnership State, to obtain waivers under the Education Flexibility Partnership Act of 1999.
12. Coordinate and collaborate, to the extent feasible and necessary as determined by the local educational agency, with the State educational agency and other agencies providing services to children, youth, and families with respect to a school in school improvement, corrective action, or restructuring under NCLB, Section 1116 if such a school requests assistance from the local educational agency in addressing major factors that have significantly affected student achievement at the school.
13. Ensure, through incentives for voluntary transfers, the provision of professional development, recruitment programs, or other effective strategies, that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers.
14. Use the results of the student academic assessments required under NCLB, Section 1111(b)(3), and other measures or indicators available to the agency, to review annually the progress of each school served by the agency and receiving funds under this part to determine whether all of the schools are making the progress necessary to ensure that all students will meet the State's proficient level of achievement on the State academic assessments described in NCLB, Section 1111(b)(3) within 12 years from the baseline year described in NCLB, Section 1111(b)(2)(E)(ii).
15. Ensure that the results from the academic assessments required under NCLB, Section 1111(b)(3) will be provided to parents and teachers as soon as is practicably possible after the test is taken, in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.
16. Assist each school served by the agency and assisted under this part in developing or identifying examples of high-quality, effective curricula consistent with NCLB, Section 1111(b)(8)(D).
17. The district has a policy and procedure in place for the provision of public school choice.
18. The principal of each school operating a Targeted Assistance (NCLB, Section 1114) or Schoolwide Program (NCLB, Section 1115) shall annually attest in writing as to whether such school is in compliance with the requirements of NCLB, Section 1119, Qualifications for Teachers and Paraprofessionals. Copies of these attestations shall be maintained at the school and at the main office of the district and shall be available to any member of the general public on request.

LINCOLNSHIRE-PRAIRIEVIEW SD 103

Section IV-A Local Board Action

B. SUPERINTENDENT'S CERTIFICATION

By submitting this plan on behalf of the district, the district superintendent certifies to the Illinois State Board of Education that all the assurances and information provided in this plan are true and correct and that the improvement plan has been duly approved by the local school board.

Signature of LEA Superintendent



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Changes to the 2015-2016 School Calendar

Changes to the school calendar for the 2015-2016 year are included for review and action. At the June 16, 2015 Regular meeting, changes to the calendar were discussed to move the Parent/Teacher Conferences from Friday, March 11, 2016 to Tuesday, March 14, 2016 to coincide with the 2016 Presidential Primary so students would not be in attendance while the buildings were being used as polling places.

I am recommending that the May 27, 2016 half day of school for students with a half day teacher inservice day move to May 25, 2016, as our 4th grade students and many staff members will be at our Outdoor Education program on May 27th.

Two late arrival days were agreed upon by the Board at the July 13, 2015 Regular meeting. The two days will be October 22, 2015 and January 28, 2016. These days do not appear on the revised calendar as the two days are over the required minimum for student attendance and will be counted as full days.

I recommend the Board adopt the revised school calendar for 2015-2016.

2015-2016 Amended Public School Calendar for Lincolnshire-Prairieview SD 103, Draft, as of 8/20/2015

Codes: X = attendance day; XHI, XHPT, XID, XDS, XHS, XHSW, XHIH, XHPH, XHSH = half attendance day; XH = holiday attendance waiver; FPT, FPTH, WFPPT = full day parent teacher conference; FI, WFI, FII = teacher inservice; PI, TI, TII = parent/teacher institute; ED = emergency day; XED = proposed emergency day; HOL = holiday; NIA = not in attendance

Total Days of Attendance: 179 Regular Day: 7:50AM - 2:55PM **Instruct. Day Lgth:** 5 Hrs. 52 Mins.

| July 2015 | | | | | | | August 2015 | | | | | | | September 2015 | | | | | | |
|-----------|-----|-----|-----|-----|----------|-----|-------------|----------|----------|-----------|---------|-----|-----|----------------|---------|-----------|---------|---------|-----|-----|
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
| 29 | 30 | 1 | 2 | 3 | 4 HOL | 5 | 27 | 28 | 29 | 30 | 31 | 1 | 2 | 31 | 1 X | 2 X | 3 X | 4 X | 5 | 6 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 7 HOL | 8 X | 9 X | 10 X | 11 X | 12 | 13 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 14 NIA | 15 X | 16 X | 17 X | 18 X | 19 | 20 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 TI | 19 TI | 20 XHI | 21 X | 22 | 23 | 21 X | 22 X | 23 NIA | 24 X | 25 X | 26 | 27 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 | 24 X | 25 X | 26 X | 27 X | 28 X | 29 | 30 | 28 X | 29 X | 30 X | 1 | 2 | 3 | 4 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | 31 X | 1 | 2 | 3 | 4 | 5 | 6 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |

July Atnd: 0 Accum: 0 Aug Atnd: 8 Accum: 8 Sept Atnd: 19 Accum: 27

| October 2015 | | | | | | | November 2015 | | | | | | | December 2015 | | | | | | |
|--------------|---------|---------|---------|---------|-----|-----|---------------|-----------|-----------|-----------|-----------|-----|-----|---------------|-----------|-----------|-----------|-----------|-----|-----|
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
| 28 | 29 | 30 | 1 X | 2 X | 3 | 4 | 26 | 27 | 28 | 29 | 30 | 31 | 1 | 30 | 1 X | 2 X | 3 X | 4 X | 5 | 6 |
| 5 X | 6 X | 7 X | 8 X | 9 TI | 10 | 11 | 2 X | 3 X | 4 X | 5 X | 6 X | 7 | 8 | 7 X | 8 X | 9 X | 10 X | 11 X | 12 | 13 |
| 12 HOL | 13 X | 14 X | 15 X | 16 X | 17 | 18 | 9 X | 10 X | 11 HOL | 12 X | 13 X | 14 | 15 | 14 X | 15 X | 16 X | 17 X | 18 X | 19 | 20 |
| 19 X | 20 X | 21 X | 22 X | 23 X | 24 | 25 | 16 X | 17 X | 18 X | 19 X | 20 X | 21 | 22 | 21 NIA | 22 NIA | 23 NIA | 24 NIA | 25 HOL | 26 | 27 |
| 26 X | 27 X | 28 X | 29 X | 30 X | 31 | 1 | 23 XHS | 24 FPT | 25 NIA | 26 HOL | 27 NIA | 28 | 29 | 28 NIA | 29 NIA | 30 NIA | 31 NIA | 1 | 2 | 3 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 30 X | 1 | 2 | 3 | 4 | 5 | 6 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Oct Atnd: 20 Accum: 47 Nov Atnd: 16 Accum: 63 Dec Atnd: 14 Accum: 77

| January 2016 | | | | | | | February 2016 | | | | | | | March 2016 | | | | | | |
|--------------|---------|---------|---------|----------|-----|-----|---------------|----------|---------|---------|---------|-----|-----|------------|-----------|-----------|-----------|-----------|-----|-----|
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
| 28 | 29 | 30 | 31 | 1 HOL | 2 | 3 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 29 | 1 X | 2 X | 3 X | 4 X | 5 | 6 |
| 4 X | 5 X | 6 X | 7 X | 8 X | 9 | 10 | 1 X | 2 X | 3 X | 4 X | 5 X | 6 | 7 | 7 HOL | 8 X | 9 X | 10 X | 11 X | 12 | 13 |
| 11 X | 12 X | 13 X | 14 X | 15 X | 16 | 17 | 8 X | 9 X | 10 X | 11 X | 12 X | 13 | 14 | 14 XHS | 15 FPT | 16 X | 17 X | 18 X | 19 | 20 |
| 18 HOL | 19 X | 20 X | 21 X | 22 X | 23 | 24 | 15 NIA | 16 TI | 17 X | 18 X | 19 X | 20 | 21 | 21 X | 22 X | 23 X | 24 X | 25 NIA | 26 | 27 |
| 25 X | 26 X | 27 X | 28 X | 29 X | 30 | 31 | 22 X | 23 X | 24 X | 25 X | 26 X | 27 | 28 | 28 NIA | 29 NIA | 30 NIA | 31 NIA | 1 | 2 | 3 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 29 X | 1 | 2 | 3 | 4 | 5 | 6 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Jan Atnd: 19 Accum: 96 Feb Atnd: 19 Accum: 115 Mar Atnd: 16 Accum: 131

| April 2016 | | | | | | | May 2016 | | | | | | | June 2016 | | | | | | |
|------------|---------|---------|---------|----------|-----|-----|-----------|---------|-----------|---------|---------|-----|-----|-----------|----------|----------|----------|----------|-----|-----|
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
| 28 | 29 | 30 | 31 | 1 NIA | 2 | 3 | 25 | 26 | 27 | 28 | 29 | 30 | 1 | 30 | 31 | 1 X | 2 X | 3 XED | 4 | 5 |
| 4 X | 5 X | 6 X | 7 X | 8 X | 9 | 10 | 2 X | 3 X | 4 X | 5 X | 6 X | 7 | 8 | 6 XED | 7 XED | 8 XED | 9 XED | 10 | 11 | 12 |
| 11 X | 12 X | 13 X | 14 X | 15 X | 16 | 17 | 9 X | 10 X | 11 X | 12 X | 13 X | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 18 X | 19 X | 20 X | 21 X | 22 X | 23 | 24 | 16 X | 17 X | 18 X | 19 X | 20 X | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 25 X | 26 X | 27 X | 28 X | 29 X | 30 | 1 | 23 X | 24 X | 25 XHS | 26 X | 27 X | 28 | 29 | 27 | 28 | 29 | 30 | 1 | 2 | 3 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 30 HOL | 31 X | 1 | 2 | 3 | 4 | 5 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Apr Atnd: 20 Accum: 151 May Atnd: 21 Accum: 172 June Atnd: 7 Accum: 179

2015-2016 Lincolnshire-Prairieview SD 103 as of 8/20/2015**Calendar Legend - Totals for the Year**

| Calendar Code | Code Description | No. of Days | Totals |
|---------------|-------------------------------------|-------------|----------------------------|
| X | Pupil Attendance Day | 170 | |
| XHI | Half-Day In-service | 1 | |
| XHS | Half-Day School Improvement Program | 3 | |
| XED | Emergency Day-Proposed | 5 | |
| | | | Total Attendance Days: 179 |
| FPT | Full-Day Parent/Teacher Conference | 2 | |
| TI | Teacher Institute/Workshop | 4 | |
| | | | Total Calendar Days: 185 |
| HOL | Holiday | 10 | |
| NIA | Not in Attendance | 19 | |

PT /In-Service/School Improv./Act of God/Interrupted Days/Delayed Start-Explanations

School Begin Date: School End Date:

Regular Day: Instruct. Day Lgth:

| Cal. Date | Cal. Code | Code Descr. | Student Attend. | Activity Time | Brief Explanation for Activity or School Closing |
|------------|-----------|-------------------------------------|-------------------|-------------------|---|
| 08/20/2015 | XHI | Half-Day In-service | 7:50AM 10:50AM | 11:30AM 2:55PM | Training regarding new curriculum will be provided for staff. |
| 11/23/2015 | XHS | Half-Day School Improvement Program | 7:50AM 10:50AM | 2:00PM 8:00PM | Parent Teacher conferences in the afternoon. |
| 11/24/2015 | FPT | Full-Day Parent/Teacher Conference | | 7:50AM 2:55PM | PT conferences will be held in the evenings on November 19 and November 23. |
| 03/14/2016 | XHS | Half-Day School Improvement Program | 7:50AM 10:50AM | 11:30PM 2:55PM | Parent Teacher conferences in the afternoon. |
| 03/15/2016 | FPT | Full-Day Parent/Teacher Conference | | 7:50PM 2:55PM | Parent/Teacher conferences will occur from 2:00 - 8:00 pm for Daniel Wright Junior High and from 2:00-9:00 pm for Sprague and Half Day Elementary Schools on March 14 and from 9:00 am - 12:00 pm for all schools on March 15 |
| 05/25/2016 | XHS | Half-Day School Improvement Program | 7:50AM 10:50AM | 11:30AM 2:55PM | Professional Development for staff members. |



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Facilities Improvement Plan

The District is in the process of reviewing the space needs in the district schools as outlined in the strategic plan, Vision 2020. A presentation by the administration and Wight and Co. will occur at the Board meeting.

Facility Improvement Plan

August 25, 2015



We Believe...

“To provide
innovative learning experiences
which *empower* each student to excel and
make a difference in a diverse and
interconnected world.”

Agenda

How we arrived here?

Vision 2020 Strategic Plan

Educational challenges affecting space

Educational and Facility Condition assessments

Financial plan

Parameters to consider

enrollment trending

student capacity/Space per student

How do we provide more space?

grade level structure configuration

space per student at each site

move programs off-site

Proposed Concepts | Scope & Budget

Next Steps & Timeline

How we arrived here?

Vision 2020 strategic planning highlighted the following:

- need to identify options for additional space
- desire to explore reconfiguration of grade levels at Daniel Wright
- physical space alignment with class size goals
- optimize current space to promote collaborative thinking & problem-solving learning styles
- improve organization of staff work space

CONCLUSION:

The District needs **ADDITIONAL SPACE** and needs to **UTILIZE CURRENT SPACE DIFFERENTLY** to continue to support the level of excellence that has been a long tradition of the District.

Educational Challenges Affecting Space

Mandated

Early Childhood Education

ELL (English Language Learners) – growing population

Special Education – growing population

RTI (Response to Intervention Program)

District Initiated

World Languages –Spanish

Enrichment Model student support at all achievement levels

Full-day Kindergarten

How we arrived here?

2014 Educational space assessment highlighted teaching/learning space challenges:

- lack of classrooms for languages/new programs
- undersized classroom space for 7/8th graders
- lack of flexible, collaborative space
- student support services inadequately housed
- lack of supply storage affecting teaching space

CONCLUSION:

The District needs **ADDITIONAL SPACE** and needs to **UTILIZE CURRENT SPACE DIFFERENTLY** to continue to support the level of excellence that has been a long tradition of the District.

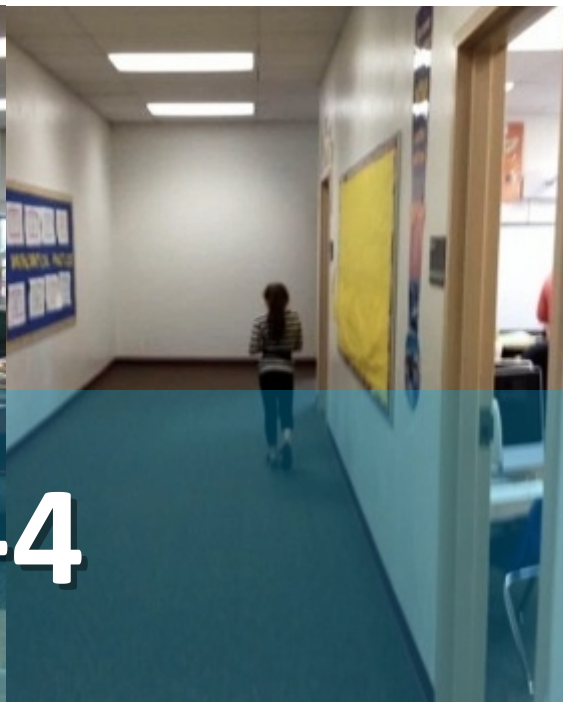
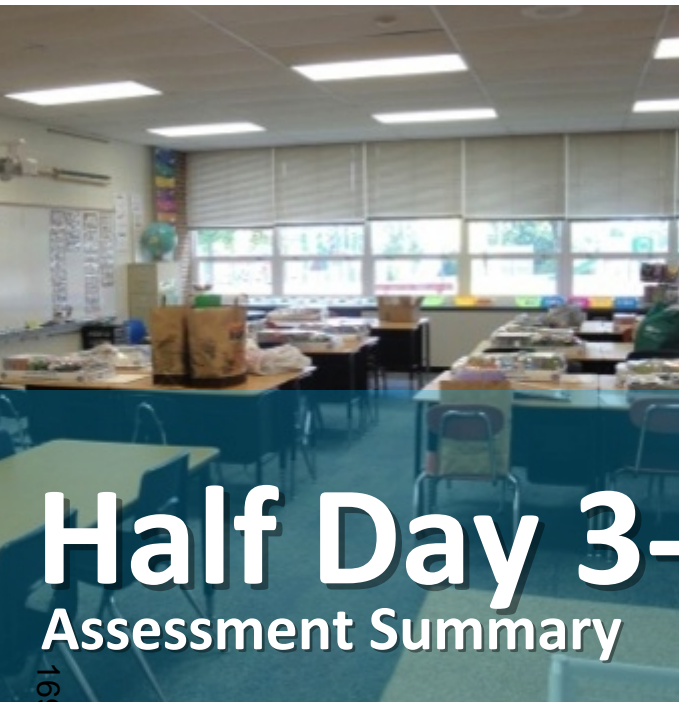


Laura Sprague PK-2

Assessment Summary

108

- Classrooms appropriate size | shape for number of students
- Classrooms have too many supplies inside each room – need storage solution
- All supportive learning spaces (ELM, ELL, speech, reading, math) are too small
- LMC – traditional , could be updated to optimize flexibility
- No flexible , collaborative, “DO” space in current building | rigid corridors
- No space for newer curriculum initiatives (i.e. Spanish)
- Administration area tight | no space for Professional Development training



Half Day 3-4

Assessment Summary

169

- Classrooms appropriate size | shape for number of students
- Furniture is heavy and hard to move (especially student desks)
- All supportive learning spaces (ELM, ELL, speech, reading, math) are too small
- LMC – traditional, could be updated to optimize flexibility
- No flexible , collaborative, “DO” space in current building | rigid corridors
- No space for new curriculum initiatives (i.e. Spanish)
- Administration area tight | no space for Professional Development training



Daniel Wright 5-8

Assessment Summary

170

- 7/8 classrooms, corridors are small/confusing, no natural light in some classrooms
- 5th graders in same building as 8th graders – pros and cons
- All supportive learning spaces (ELM, ELL, speech, reading, math) are all too small
- LMC – traditional, No flexible, collaborative, “DO” space in current building
- Cafeteria | food serving line | stage space are all tight for building capacity
- No space for newer curriculum initiatives to be added (i.e. Spanish)
- District and Administrative office space is tight

How we arrived here?

Facility condition assessment report outlines basic repairs to be completed each year to maintain buildings, including:

- replacement of boilers and roofs
- accessibility improvements
- life safety code mandated improvements
- replacing domestic water piping drain tiles
- abatement of asbestos

CONCLUSION:

The District has completed \$10M of identified repairs to date from cash reserves with \$6M outstanding. The District will CONTINUE to allocate capital funding toward MAINTENANCE WORK each year.

Aging buildings require maintenance and updating

Laura Sprague Elementary School

1964 Original



Lyndon B. Johnson

1967 Addition



Lyndon B. Johnson

1990 Addition



George Bush

2013 Renovation



Barack Obama

Half Day Elementary School

1895 Original



Grover Cleveland

1924 Addition



Calvin Coolidge

1930 Addition



Herbert Hoover

1951 Addition



Harry S. Truman

1996 Addition



Bill Clinton

Daniel Wright Middle School

1972 Original



Richard Nixon

1987 District Office



Ronald Reagan

1991 Addition



George Bush

1996 Addition



Bill Clinton

2000 Addition



Bill Clinton



2011

Completed Projects \$3.79 M

173

- DW & HD air-conditioning
- DW science labs
- DW Athletic fields
- All gymnasium lighting replaced
- All libraries re-carpeted
- HD asbestos abatement



2012

Completed Projects \$3.49 M

174

- **Sprague classroom new ceilings and lighting**
- **Sprague air-conditioning**
- **Sprague roof replacement**
- **Sprague asbestos abatement**
- **HD removal of underground storage tank**
- **HD parking lot reconstruction**



175

- Sprague classroom casework and flooring
- Sprague site work and playground
- District security system

Financial Plan

Financial Plan

**No referendum planned
for additional funds**

**District reserves and
bond financing options
available approx. \$12.3M**



\$12.3 Million Breakdown

- \$3.4 M Working Cash Bonds
 - Non-referendum debt maxed out for 20 years
 - Paid back from additional tax levy
- \$6.9 M Debt Certificates
 - \$500,000 in annual payments for 20 years
 - Paid back from operating funds (annual surplus)
- \$2.0 Million Cash
 - From cash reserves built up for Capital Projects

Existing Debt Service

Debt Service + \$3.4M Bonds

How do we provide more space?

considered several scenarios
grade level structure configuration
space per student at each site
move programs off-site

**Sprague Elementary
PK-2**



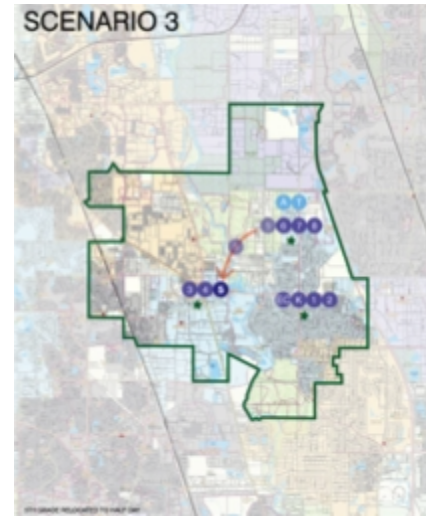
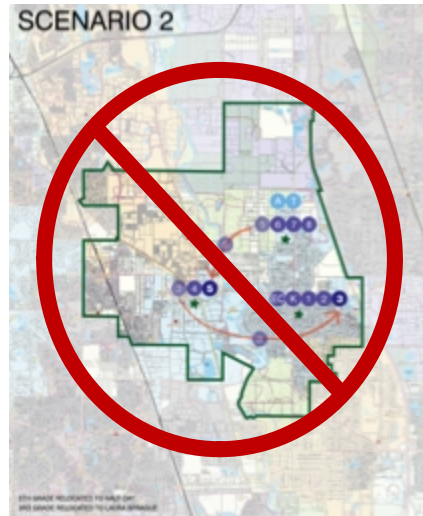
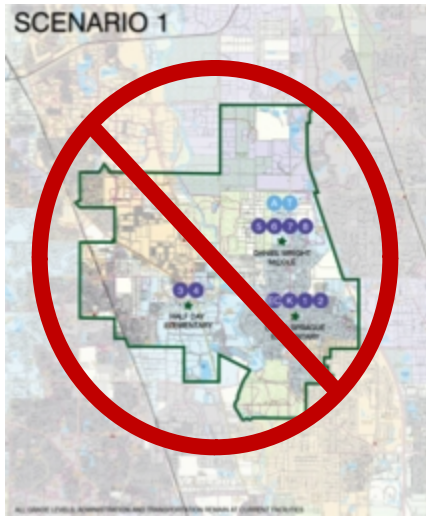
**Half Day Elementary
3-4**



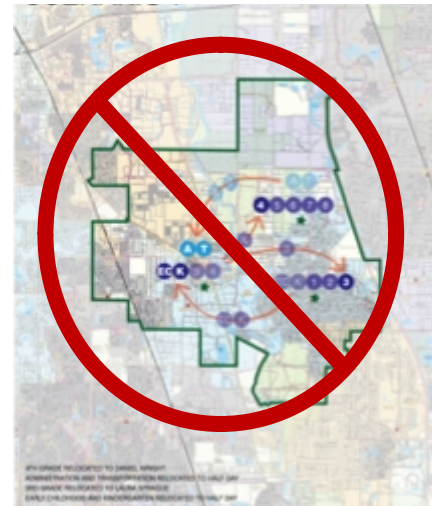
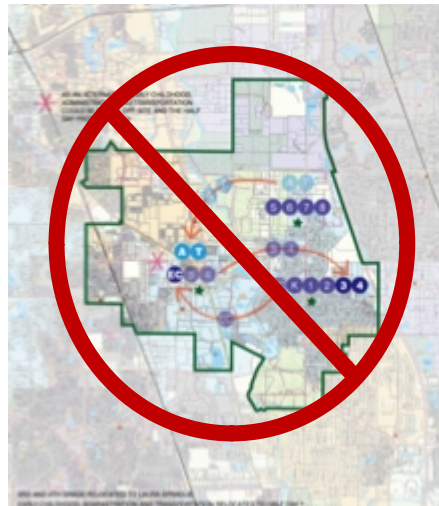
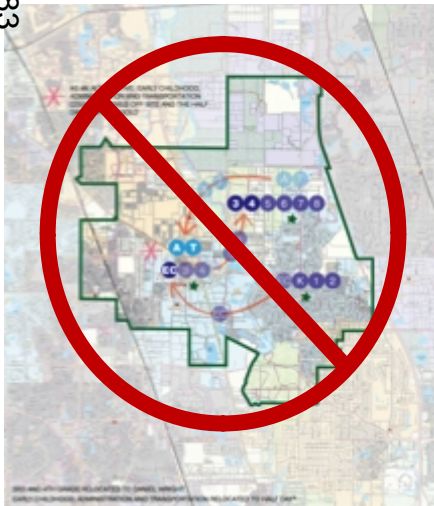
**Daniel Wright
Middle 5-8**



Let's Look at Some Scenarios



183



Eliminated ideas that involved moving more than one grade or closing one school due to project cost exceeding \$12M

Grade Level Structure Configuration

Current

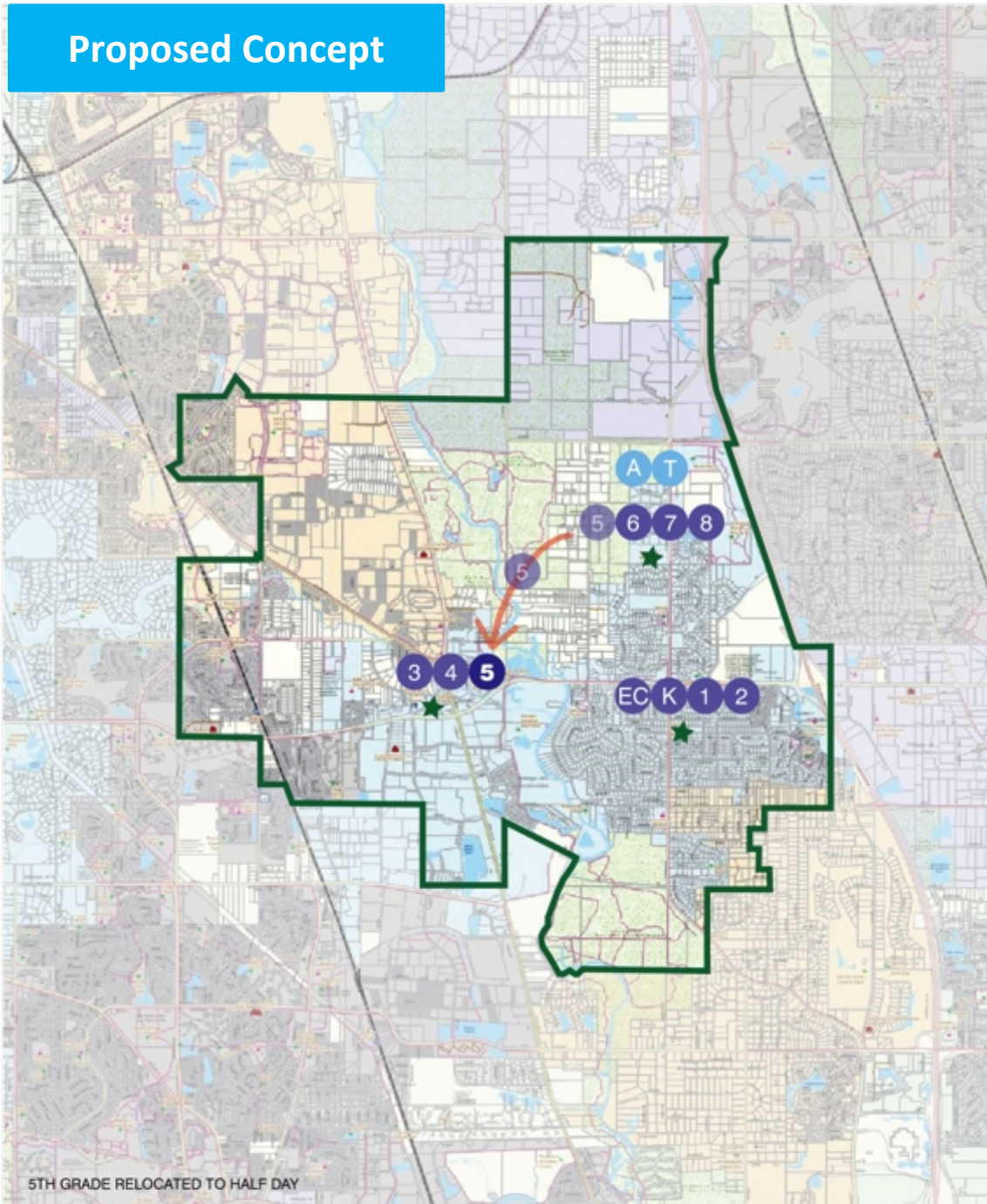
Sprague
EC-2

Half
Day
3-4

Daniel
Wright
5-8

**Vision 2020 strategic
planning goal:
reconfigure grade levels
at Daniel Wright**

Proposed Concept



185

Sprague
EC-2

Half
Day
3-4

5
Daniel
Wright
5-8



Space per Student

Overall building – current enrollment

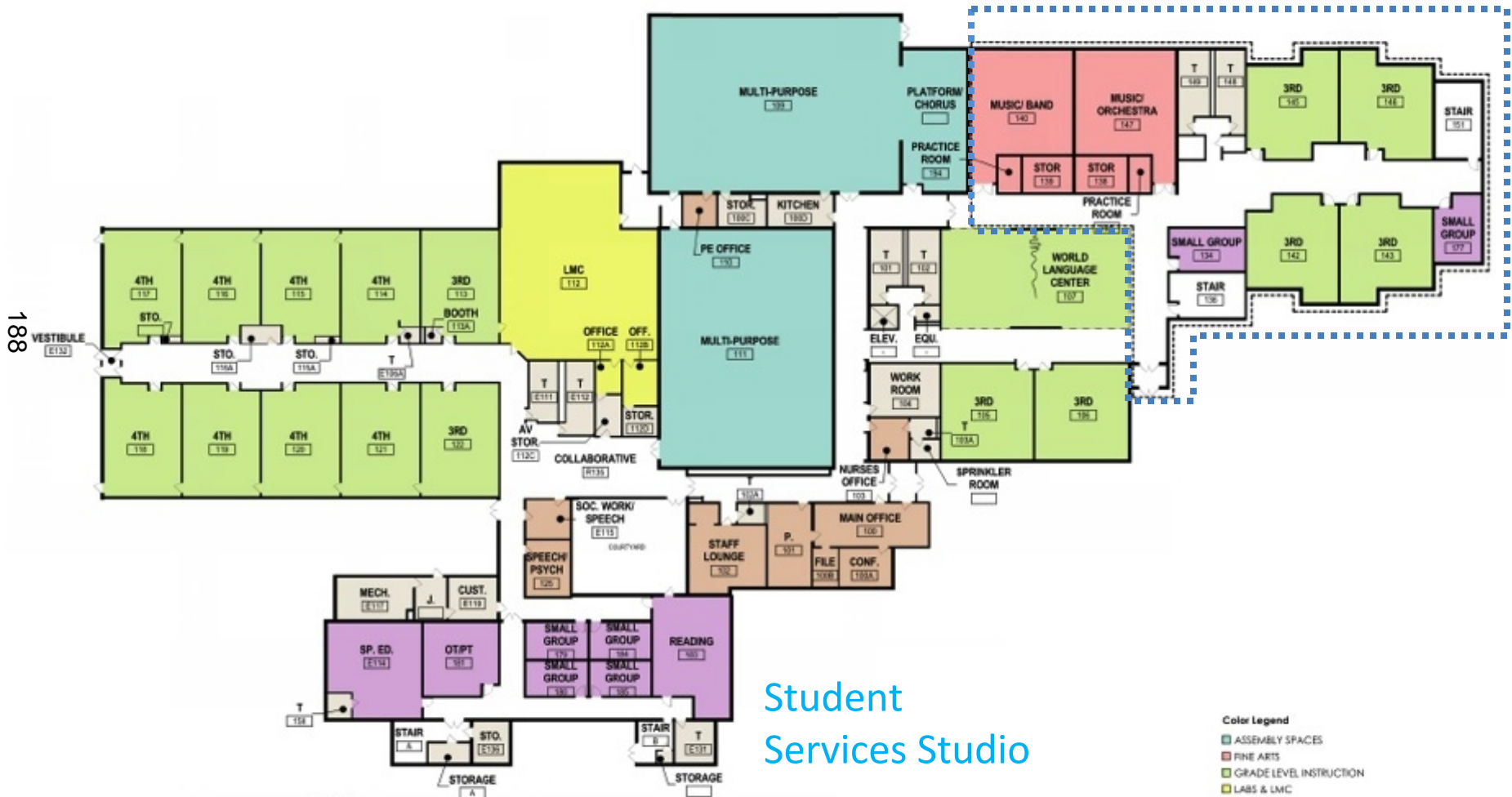
| Facility | Enrollment | Gross Building Area | Existing SF/Student | Space per Student Guidelines* | Guideline Alignment | |
|------------------------------------|------------|---------------------|---------------------|-------------------------------|---------------------|---------------------------------------|
| Sprague Elementary | 512 | 60,757 | 119 | 130-140 | - | short 8-10,000 SF based on guidelines |
| ¹⁸⁶ Half Day Elementary | 364 | 56,236 | 155 | 130-140 | + | |
| Wright Junior High School | 834 | 107,431 | 129 | 165-175 | - | short 30,000 SF based on guidelines |
| Totals | 1,710 | 224,424 | | | | * Planning guidelines, not codes |

Proposed Concepts

Half Day School Addition for 5th grade
Daniel Wright Junior High space reconfiguration
Daniel Wright Junior High future options
Laura Sprague School options

Half Day

Building Addition



Student Services Studio



NORTH

- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
 - LABS & LMC
 - OFFICES
 - SPECIAL ED/ RTI/ EIM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT

Half Day

189

Building Addition

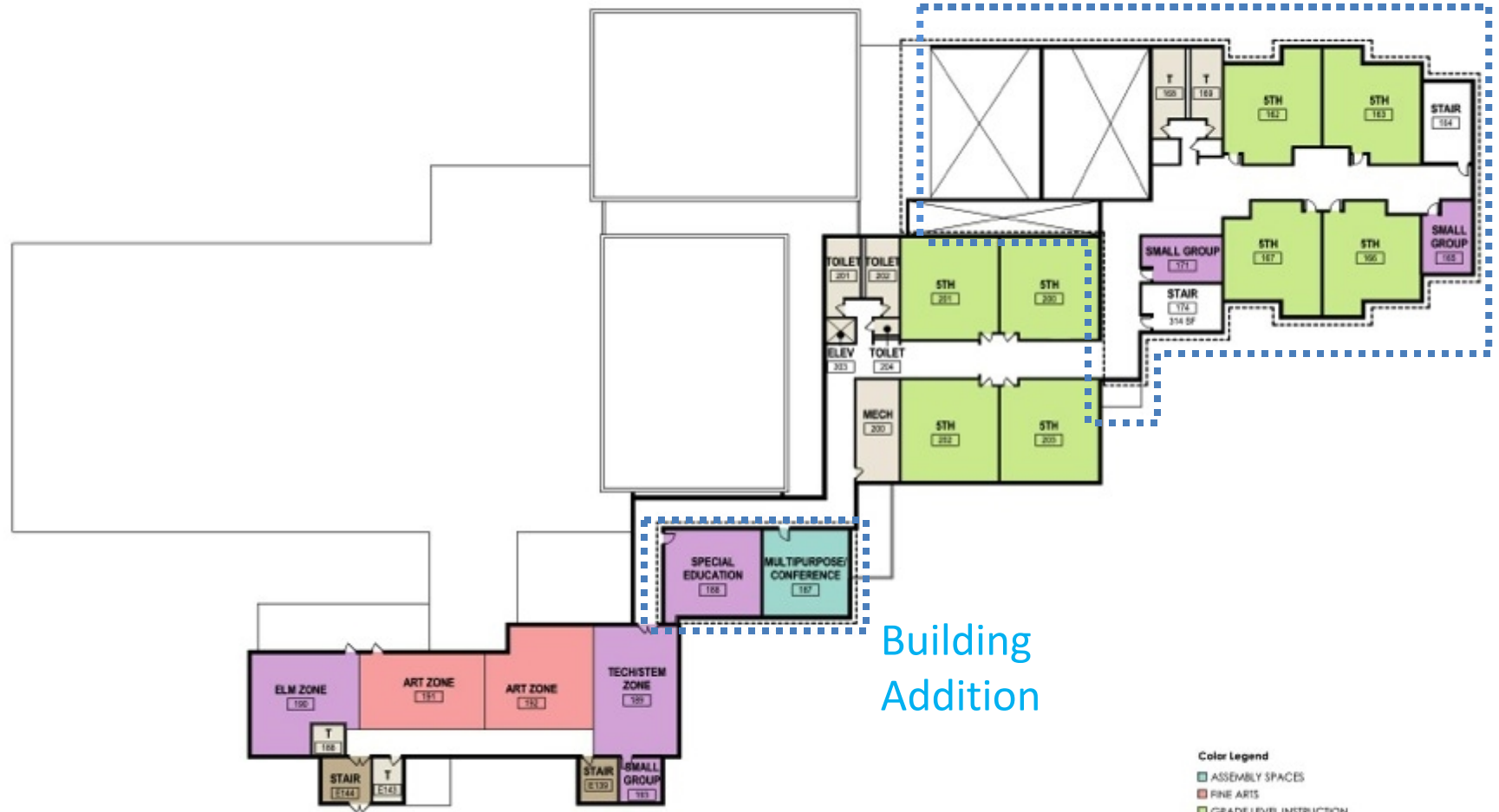
Building Addition

“The Studio”

1 SECOND FLOOR PLAN
A22 SCALE 1/8" = 1'-0"



- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
 - LABS & LMC
 - OFFICES
 - SPECIAL ED/ RTV/ ELM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT



ROUTE 22

190

SOFT PAVED GRASS AREA

PROPOSED DETENTION

WATER HOSE

SERVICE

PROPOSED

1996

1996

1930

1951

1930

1895

1924

BITUMINOUS PAVING

WINDOW WELLS WITH RAILINGS

BITUMINOUS PAVING

CONCRETE SIDE WALK

SOFT PAVED GRASS AREA

ELECTRIC POLE

HALF DAY ROAD

SPRINKLER CONNECTOR

BITUMINOUS PAVING

PROPOSED STAFF EVENT SHARED PARKING

EXIT F

EXIT C

EXIT G

EXIT E

EXIT D

EXIT C

EXIT B

EXIT A

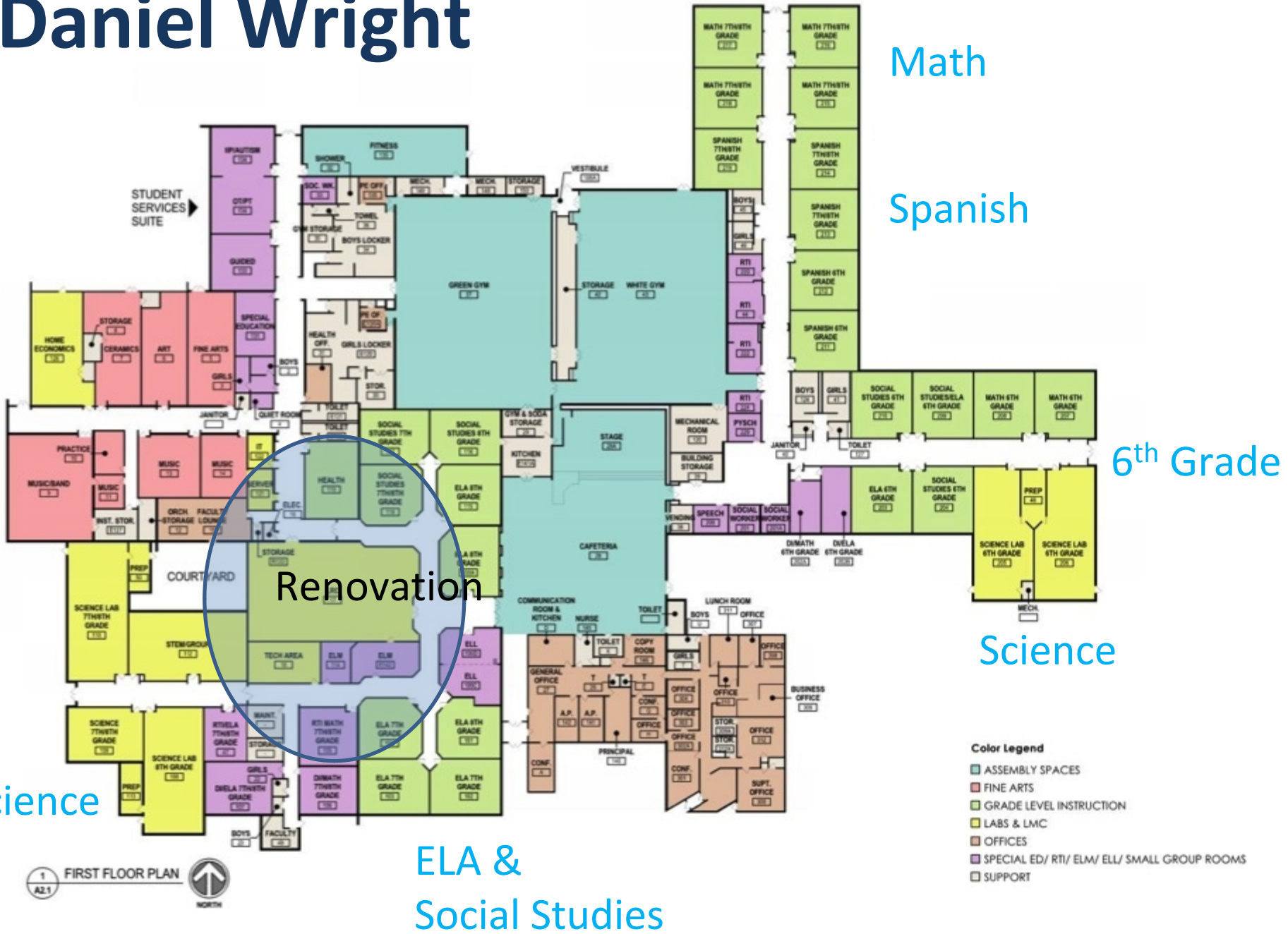
EXIT K

EXIT L



Daniel Wright

191



Space per Student - Existing

current enrollment

| Facility | Enrollment | Gross Building Area | Existing SF/Student | Space per Student Guidelines* | Guideline Alignment | |
|------------------------------------|------------|---------------------|---------------------|-------------------------------|---------------------|---------------------------------------|
| Sprague Elementary | 512 | 60,757 | 119 | 130-140 | - | short 8-10,000 SF based on guidelines |
| ¹⁹² Half Day Elementary | 364 | 56,236 | 155 | 130-140 | + | |
| Wright Junior High School | 834 | 107,431 | 129 | 165-175 | - | short 30,000 SF based on guidelines |
| Totals | 1,710 | 224,424 | | | | * Planning guidelines, not codes |

Space per Student - Proposed

current enrollment - shifting 5th grade to Half Day

| Facility | Enrollment | Gross Building Area | Proposed SF/Student | Space per Student Guidelines* | Guideline Alignment | |
|------------------------------------|------------|---------------------|---------------------|-------------------------------|---------------------|---------------------------------------|
| Sprague Elementary | 510 | 60,757 | 119 | 130-140 | - | short 8-10,000 SF based on guidelines |
| ¹⁹³ Half Day Elementary | 550 | 77,567 | 141 | 130-140 | + | |
| Wright Junior High School | 650 | 107,431 | 165 | 165-175 | = | |
| Totals | 1,710 | 245,755 | | | | * Planning guidelines, not codes |

Future Options for more space

Laura Sprague

Early Childhood program could move off-site

Building Addition

Half Day

Spanish could be taught within Core classrooms

Proposed Art, STEM studios could become classrooms

Daniel Wright

Spanish could be taught within Core classrooms

Proposed STEM | Large Group Rm could become classrooms

District office could move off-site

Building Addition

Nike Site

Daniel Wright Future

195



- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
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 - OFFICES
 - SPECIAL ED/ RTI/ ELM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT

Daniel Wright Future



Laura Sprague Future



197

Laura Sprague Future



Scope & Budget - Phase 1

Proposed Budgets

Project Budget Options

| Facility | | GSF | Budget |
|--|----------------------------------|------------------|--------------------------------|
| Daniel Wright Junior High | Renovated + LS corridors | 20,000 | \$3.7 - 4.0 M |
| ²⁰⁰ Half Day Elementary | new renovated | 21,330 11,300 | \$6.9 - 7.5 M \$2.0 - 2.3 M |
| Sprague Elementary | New | 10,000 | \$3.3 - 3.5 M |
| Life Safety | Minor | | \$.4 - .6 M |
| Maintenance | DW Roof HD roof DW Parking | | \$1.5M \$.5M \$.9M |

DRAFT

Options: move space such as Early Childhood or District Offices offsite



\$12.6 – 13.9 M

Costs include construction hard cost, site costs, A/E services and Owner soft cost budgets

Next Steps | Timeline

Timeline

Goals & Challenges

Community and Staff Engagement

Schematic Design
6 weeks

Construction Bid Documents
8 weeks

Complete Renovations late 2016



Develop Planning Scenarios | Budgets
September Board Decision

Design Development
6 weeks

GOAL: Construct Classroom Space 2016 School Year
20 weeks

Next Steps: Engage | Evaluate | Endorse



203

| | | |
|------------------|---|----------------------------|
| April 8 | District Office | Administration Council |
| April 8 | District Office | Small Group Planning |
| April 14 | Half Day School | Staff Meeting |
| April 21 | Sprague School | Staff Meeting |
| April 21 | District Office | Small Group Planning |
| May 5 | Daniel Wright | Large Group Planning |
| May 12 | Daniel Wright | Staff Meeting |
| May 19 | Daniel Wright | Large Group Planning |
| May 26 | Daniel Wright | Community Meeting 1 |
| June/July/August | Steering Group Workshops over the Summer to Develop Options | |
| August 4 | Daniel Wright | Large Group Planning |
| Aug. 26 | Daniel Wright | Community Meeting 2 |
| Sept 1 | Board Committee of the Whole (COW) | |
| | Presentation of Recommendation for a Project | |
| Sept 15 | Board Meeting | |
| | Approve Recommendation for a Project | |

Q&A



Thank you

LEADERS IN LEARNING



1 SITE PLAN
A2.6



- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
 - LABS & LMC
 - OFFICES
 - SPECIAL ED/ RTI/ ELM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT





1 SITE PLAN
A2.6

NORTH

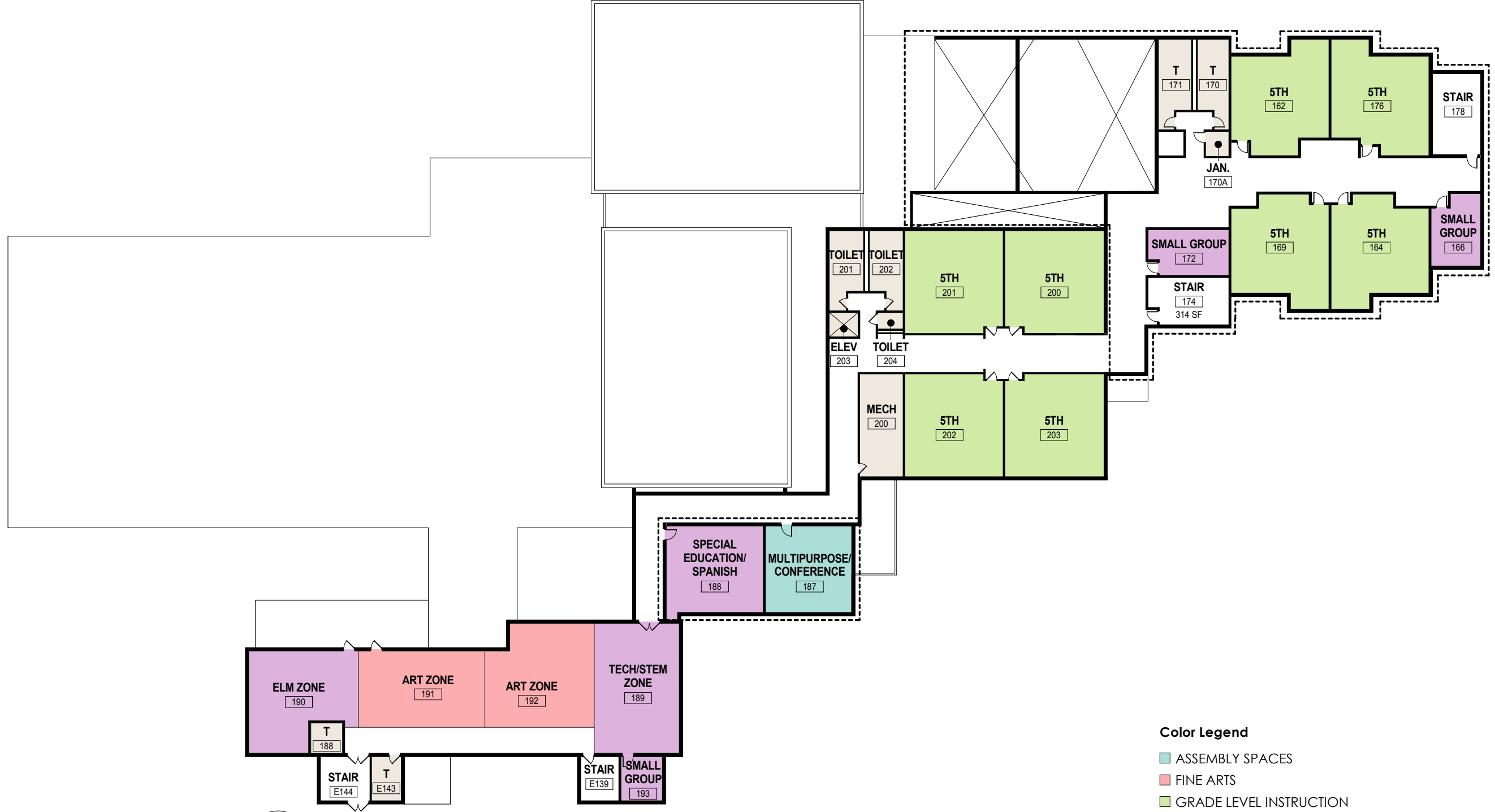


Color Legend

- ASSEMBLY SPACES
- FINE ARTS
- GRADE LEVEL INSTRUCTION
- LABS & LMC
- OFFICES
- SPECIAL ED/ RTI/ ELM/ ELL/ SMALL GROUP ROOMS
- SUPPORT

1 FIRST FLOOR PLAN
A2.1





1 SECOND FLOOR PLAN
A2.2



"THE STUDIO"

- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
 - LABS & LMC
 - OFFICES
 - SPECIAL ED/ RTI/ ELM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT





- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
 - LABS & LMC
 - OFFICES
 - SPECIAL ED/ RTI/ ELM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT

1 FIRST FLOOR PLAN
A2.1

↑
NORTH

210





1 FIRST FLOOR PLAN
A2.1



- Color Legend**
- ASSEMBLY SPACES
 - FINE ARTS
 - GRADE LEVEL INSTRUCTION
 - LABS & LMC
 - OFFICES
 - SPECIAL ED/ RTI/ ELM/ ELL/ SMALL GROUP ROOMS
 - SUPPORT

211



Lincolnshire Prairie View School District 103 - Lincolnshire, IL
Half Day Elementary / Sprague Elementary / Daniel Wright Jr High / Life Safety
Concept Budget Estimates



August 17, 2015

Specific Estimate Exclusions:

- Land Acquisition Costs
- Moving Costs
- Phone & Security Equipment

| Half Day Elementary School Addition / Renovation | GSF | Lower Range | Cost/SF | Higher Range | Cost/SF |
|---|------------------|--------------------|------------------|--------------------|------------------|
| Construction Costs | | | | | |
| Site Work - Demolition / Detention / Parking | 1 LS | \$700,000 | | \$800,000 | |
| Building Addition - 2-Story Addition | 19,050 SF | \$4,500,000 | \$236 /SF | \$5,400,000 | \$283 /SF |
| Building Addition - 2nd Floor Only Addition | 1,450 SF | \$250,000 | \$172 /SF | \$300,000 | \$207 /SF |
| Renovation - Interiors Complete | 11,300 SF | \$1,140,000 | \$101 /SF | \$1,370,000 | \$121 /SF |
| Renovation - Floor Tile Abatement | Incl. Above | \$110,000 | \$10 /SF | \$130,000 | \$12 /SF |
| Owner's Soft Costs | | | | | |
| Architectural & Engineering Fees | 7.25% | \$490,000 | | \$590,000 | |
| Asbestos Design / Project Management | 1 LS | \$15,000 | | \$15,000 | |
| FF&E Allowance | 1 LS | \$300,000 | | \$350,000 | |
| Soil Borings / Surveys Allowance | 1 LS | \$6,500 | | \$8,000 | |
| Third Party Drawing Review & Inspections | 1 LS | \$6,500 | | \$8,000 | |
| Project Total | 31,800 SF | \$7,518,000 | \$236 /SF | \$8,971,000 | \$282 /SF |
| 1) Add 4,500 GSF of Classroom Space to Building Addition | | \$980,000 | \$218 /SF | \$1,180,000 | \$262 /SF |
| 2) Project Option - Premium to Create Exposed 2nd Floor Open Roof | | \$140,000 | | \$170,000 | |

| Life Safety / Maintenance Items | GSF | Lower Range | Cost/SF | Higher Range | Cost/SF |
|---------------------------------|-----|--------------------|---------|--------------------|---------|
| Life Safety Items | | \$400,000 | | \$600,000 | |
| Maintenance Items | | \$1,500,000 | | \$1,500,000 | |
| Project Total | | \$1,900,000 | | \$2,100,000 | |

| Laura B. Sprague Elementary School Addition | GSF | Lower Range | Cost/SF | Higher Range | Cost/SF |
|--|------------------|--------------------|------------------|--------------------|------------------|
| Construction Costs | | | | | |
| Site Work - Demolition / Detention / Parking | 1 LS | \$240,000 | | \$290,000 | |
| Building Addition - 2-Story Complete | 11,000 SF | \$2,800,000 | \$255 /SF | \$3,400,000 | \$309 /SF |
| Owner's Soft Costs | | | | | |
| Architectural & Engineering Fees | 8.00% | \$240,000 | | \$290,000 | |
| FF&E Allowance | 1 LS | \$80,000 | | \$100,000 | |
| Soil Borings / Surveys Allowance | 1 LS | \$7,500 | | \$9,000 | |
| Third Party Drawing Review & Inspections | 1 LS | \$3,500 | | \$4,000 | |
| Project Total | 11,000 SF | \$3,371,000 | \$306 /SF | \$4,093,000 | \$372 /SF |

| Daniel Wright Junior High School Renovation | GSF | Lower Range | Cost/SF | Higher Range | Cost/SF |
|---|------------------|--------------------|------------------|--------------------|------------------|
| Construction Costs | | | | | |
| Renovation - Interiors Complete | 20,000 SF | \$2,000,000 | \$100 /SF | \$2,400,000 | \$120 /SF |
| Owner's Soft Costs | | | | | |
| Architectural & Engineering Fees | 8.35% | \$170,000 | | \$210,000 | |
| FF&E Allowance | 1 LS | \$200,000 | | \$240,000 | |
| Third Party Drawing Review & Inspections | 1 LS | \$2,500 | | \$3,000 | |
| Project Total | 20,000 SF | \$2,372,500 | \$119 /SF | \$2,853,000 | \$143 /SF |

| | | | | | |
|----------------------|------------------|---------------------|------------------|---------------------|------------------|
| Project Total | 62,800 SF | \$15,161,500 | \$241 /SF | \$18,017,000 | \$287 /SF |
|----------------------|------------------|---------------------|------------------|---------------------|------------------|



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Amendment of Articles of Agreement for the Exceptional Learners Collaborative (First Reading)

The Board of Education is presented with a first reading of the amended language to the Articles of Agreement for the Exceptional Learners Collaborative. The Board approved the original agreement at the December 16, 2014 Regular Board meeting. The process for amending the Articles requires approval and recommendation by the Executive Board for ELC, then two readings and approval by the Governing Board, then ratification by the Member District Boards. The Articles will be presented to the District 103 Board at the September 15, 2015 meeting for approval.

Attached is a copy of the Articles with the proposed amendment language to address the ISBE guidance regarding tracking of IDEA funds by Member Districts to permit the return of unused funds upon withdrawal. The suggested changes are highlighted for your review.

ARTICLES OF JOINT AGREEMENT FOR THE EXCEPTIONAL LEARNERS COLLABORATIVE

ARTICLE I – STRUCTURE

Section 1 - Name

The name of this organization shall be the Exceptional Learners Collaborative (“ELC”).

Section 2 - Legal Entity

ELC shall operate as a legal entity pursuant to Section 10-22.31 of the *School Code* (105 ILCS 5/10-22.31) or any successor statute.

Section 3 - Purpose

The purpose of ELC is to promote, operate, organize, coordinate, and supervise special education and other needed educational programs and/or services as authorized by the *School Code* and its Member School Districts.

ARTICLE II - MEMBERSHIP

Section 1 – Member Districts

The Member Districts of ELC are Kildeer-Countryside Community Consolidated School District No. 96, Lincolnshire-Prairie View School District No. 103 and Adlai E. Stevenson High School District No. 125.

Section 2- Admittance of Member Districts

A non-member public school district may petition ELC for membership. Such petition shall be submitted to the Executive Board of ELC in such form and substance as required by the Executive Board. A petition for admission may be approved if recommended for approval by each member of the Executive Board and upon unanimous affirmative vote of the membership of the Governing Board. The Governing Board may grant the petition for membership of a school district on such terms and conditions as it deems appropriate, but in all cases the school district petitioning for membership shall, at a minimum, provide a resolution adopted by the Board of Education stating the school district’s agreement to abide by these Articles of Joint Agreement and ELC’s policies and procedures.

Section 3 – Responsibilities of Member Districts

Member Districts shall have the following rights and responsibilities as members of ELC.

- A. Member Districts shall promptly and fully pay all fees and bills for services submitted to them by ELC.
- B. Each Member District shall appoint or provide one (1) Governing Board member as that procedure is set forth in Article III, Section 1. Each Member District Superintendent shall serve as an Executive Board Member.

C. Member Districts shall have the right to receive appropriate services, programs and administrative support from ELC consistent with these Articles of Joint Agreement and Governing Board policy.

D. Member Districts shall be responsible to provide a free, appropriate public education to all students with disabilities residing within their respective school districts, whether the special education services are provided by the Member District or ELC.

E. Each Member District shall assist the Governing Board in accomplishing the purposes set forth in these Joint Articles of Agreement. Further, Member Districts shall work collaboratively to provide for the needs of all special education students within the Member Districts.

F. Member Districts shall operate and maintain comprehensive special education programs, including services provided to students in general education classrooms and special education classrooms when the incidence of a student needs within a Member District supports the establishment of such services and/or programs.

G. Member Districts shall perform and provide such other services as determined by the Governing Board.

ARTICLE III – GOVERNANCE - GOVERNING BOARD

Section 1 - Members

The Governing Board shall consist of one Board of Education member from each Member District selected by the Member District's Board of Education. The term for the Board of Education member to serve as a Governing Board member is two years.

Section 2 - Alternates

In case of an absence of a selected Governing Board member, an alternate from the Member District's Board of Education, selected in accordance with such Board of Education's procedures, shall act as its Governing Board member during such absence.

Section 3 - Officers

A. The Governing Board shall have a President and Vice-President which the members of the Governing Board shall elect at its May meeting. The terms of the office of President and Vice-President shall be two years (2) from the date of the election. In the event the office of the President becomes vacant during the year of office, or the President is not able to preside at a meeting, the Vice-President shall assume this office during the vacancy.

B. The Governing Board shall appoint a Secretary and Treasurer for a term of two years at the June meeting. The Secretary and Treasurer may be members of the ELC or Member District staff. The Secretary shall be responsible for the completion of the minutes of all Governing Board meetings and the distribution of the proposed minutes to the membership of the Governing

Board prior to the next meeting. In the absence of the Secretary, the Governing Board members present shall elect a *Pro Tem* Secretary.

Section 4 - Governing Board Responsibilities and Duties

The responsibility for the governance of ELC shall be vested in the Governing Board. The Governing Board has the following duties:

- A. To receive, review and approve or deny amendments to these Articles of Joint Agreement;
- B. To adopt an annual budget after a public hearing and after input and recommendation from the Executive Board (as defined in Article IV);
- C. To determine the nature and extent of services that ELC shall provide to its Member Districts after input and recommendation from the Executive Board;
- D. To determine the need for site acquisition, construction, and capital improvement, and to take appropriate and necessary action to acquire necessary sites, to build new construction and or improve existing buildings, and or make appropriate and necessary capital improvements to buildings after input and recommendation from the Executive Board;
- E. To approve the expenditure of funds as provided in the adopted budget for the fiscal year;
- F. To incur debt as provided for under the *School Code*;
- G. To approve the employment of the Director of Special Education and other personnel after input and recommendation from the Executive Board;
- H. To approve the resignation and/or dismissal of any employee;
- I. To lease or purchase real estate for use by ELC after input of recommendation from the Executive Board, including, but not limited to, buildings, rooms, grounds, and appurtenances;
- J. To adopt an annual calendar of meetings which shall be held quarterly and to hold such meetings in accordance with the laws of the State of Illinois;
- K. To establish basic policies consistent with this Joint Articles of Agreement and the Illinois *School Code*;
- L. To approve contracts with service providers, labor unions, professional organizations, and or amendments thereto after input and recommendation from the Executive Board; and
- M. To execute or authorize to be done such other matters as may be necessary or appropriate for the operation of ELC as permitted by law.

Section 5 - Meetings

A. The Governing Board shall hold an organizational meeting each June. At the organizational meeting, the Governing Board shall establish the dates, times and places for regular meetings.

B. All meetings shall be conducted in compliance with the Illinois *Open Meetings Act*.

C. A quorum shall consist of a majority of the Governing Board membership.

D. Each member of the Governing Board, or the alternate serving in his or her stead, shall have one (1) vote. An affirmative vote of a majority of the members of the Governing Board present at a duly called meeting at which a quorum has been established shall be required for passage of a proposition unless otherwise specifically stated herein.

E. Governing Board members may participate in Governing Board meetings by electronic or telephonic means so long as such attendance complies with the Illinois *Open Meetings Act*, other provisions of these Articles of Joint Agreement and ELC policy.

ARTICLE IV - EXECUTIVE BOARD

The Executive Board shall consist of the Superintendent of Schools from each Member District. In addition to the matters set forth in these Joint Articles of Agreement requiring input and recommendation from the Executive Board, the Executive Board shall directly supervise and evaluate the Director of Special Education. The Director of Special Education shall seek the input and direction from the Executive Board on matters pertaining to collective bargaining, acquisition of property and classroom space, the ELC budget, establishment of programs and services, and hiring, evaluation and termination of staff. The Executive Board shall search for and recommend to the Governing Board the Director of Special Education or any successor Director of Special Education.

ARTICLE V – THE DIRECTOR OF SPECIAL EDUCATION

Section 1 - Employment

ELC shall employ a Director of Special Education who shall be a State Approved Director of Special Education and shall hold the certifications and endorsements as required by the State of Illinois, or any other appropriate controlling authority.

Section 2 - Duties

The Director of Special Education shall be responsible for the daily administration and management of ELC in accordance with these Articles of Joint Agreement, Governing Board policies and procedures, and applicable law. The Director of Special Education shall report to the Executive Board. The Director of Special Education shall recommend to the Executive Board the hiring or dismissal of such administrative, supervisory and educational support personnel as the Director of Special Education deems appropriate. The Director of Special Education shall also seek the input and direction from the

Executive Board on matters pertaining to collective bargaining, acquisition of property and classroom space, the ELC budget, establishment of programs and services, and hiring, evaluation and termination of staff. The Director of Special Education shall also establish appropriate job duties and functions for said personnel and shall directly supervise or establish a designee that will supervise all ELC personnel. The Director of Special Education shall perform such other duties as are assigned by the Governing or Executive Board.

ARTICLE VI - CERTIFIED AND RELATED SERVICE STAFF

Section 1 - Employment of Personnel

ELC shall employ certified, related service and support personnel as recommended by the Executive Board and the Director of Special Education.

Section 2 - Dismissal of Personnel

Employees of ELC shall be dismissed in accordance with the provisions of the *School Code of Illinois* and Governing Board Policy and shall be carried out by the Governing Board upon recommendation by the Executive Board and the Director of Special Education.

ARTICLE VII - PROGRAMS AND SERVICES

Section 1 - Programs and Services

ELC programs and services are those programs and services that are operated and supervised by ELC and that provide special education programs and services to meet the needs of students with disabilities. ELC programs and services may include instructional, consultative, supervisory, administrative, diagnostic, related services (including transportation), and other such services that are operated and managed by ELC.

Programs and services that are provided to students of two (2) or more of the Member Districts may be supervised by ELC as determined appropriate by the Executive Board.

ELC programs and services may be provided in the following areas as determined by the Governing Board:

A. **Classroom Instruction:** ELC may establish special education classes designed to provide instructional services to meet the needs of Member District students with disabilities.

B. **Related Services:** ELC may provide related services (i.e. school psychology, social work, speech pathology, occupational therapy, physical therapy, orientation and mobility, transition, special education transportation, and other related services) when appropriate to meet the needs of students with disabilities as determined by the Executive Board.

C. **Supervision, Technical Assistance and Staff Development:** ELC may provide supervision, technical assistance and staff development services to Member Districts to support the appropriate delivery of special education services

to meet the needs of students with disabilities and to support Member Districts' compliance with the requirements of the *Individuals with Disabilities Education Act*, the *School Code* of Illinois, and any applicable successor legislation or implementing regulations.

D. **Full-Time Professional Worker:** Any full-time professional worker employed by ELC who spends over fifty percent (50%) of his or her time in one (1) school district shall not be required to work a different teaching schedule than the other professional worker in that school district. A professional worker is defined to be a "qualified worker" as described in §5/14-1.10 of the *School Code*.

E. **Transportation:** ELC may provide transportation for students as determined appropriate by the Executive Board.

Section 2 - Classroom Space for ELC Programs

Member Districts shall assist and support ELC programs by providing classroom space for ELC special education programs within their respective school buildings when space is available.

Section 3 - Director of Special Education Review of Special Education Programs

Upon request of the Member District's Superintendent, the Director of Special Education shall review Member District programs and services to provide guidance and consultation as to any suggested changes, modifications or improvements to the programs.

ARTICLE VIII- FINANCE

Section 1 – Fiscal Year

The fiscal year of ELC shall be from July 1 through June 30.

Section 2 – Budget

A proposed annual budget shall be prepared by the Director of Special Education or his or her designee, for review and approval by the Executive Board and recommendation to and final action by the Governing Board. Each budget approved by the Governing Board shall delineate the costs that are to be allocated among the Member Districts and Non-Member Districts. Such costs shall be determined in accordance with this Section 2 and Governing Board policy.

A. "Fee for Service" Fees

A "Fee for Service" Fee shall be established by the Governing Board and assessed to Member Districts for purchased services established annually by the Governing Board as recommended by the Director of Special Education and the Executive Board. The fees for such services shall be determined according to a formula or formulas established annually by the Governing Board as recommended by the Director of Special Education and the Executive Board. The menu of services will be provided to each Member District by January of each year.

B. Membership Fees

A "Membership Fee" is a fee charged to each Member District for its membership in ELC which shall include the cost of employment of the Director of Special Education and other administrative and support personnel and other expenses established by the Governing Board as recommended by the Executive Board. Each Member District's Membership Fee shall be equal to 1/3 of the Member District's IDEA Part B Flow Through Final Allocation as determined by The Illinois State Board of Education.

C. Program Tuition

"Program Tuition" is all costs associated with attendance and education of a student at an ELC program including teacher salaries, related service staff salaries, support staff salaries, text books and equipment, learning aides and other instructional related items and may include but are not limited to some or all facilities costs as identified annually by the Governing Board in the budget: Examples of items that may be included in part or full are rental, utilities, custodial maintenance, supplies and services and property services. Instructional fees shall be assessed against Member Districts based upon a tuition amount for each full-time equivalent student attending an ELC program with such tuition amount stated in the annual budget as approved by the Governing Board.

D. Other Expenses

Any other expenses or costs of ELC that are not specifically set forth in this Joint Agreement may be assessed against any Member District as authorized by the Governing Board as recommended by the Executive Board.

Section 3 – Grants or Gifts

Grants or gifts may be accepted by ELC upon approval of the Governing Board.

Section 4 – Payments

ELC may bill Member Districts or Non-Member Districts at intervals deemed necessary by the Governing Board; however, ELC shall bill Member Districts at least two (2) times per year. All payments required to be paid to ELC shall be paid promptly. Payments that are more than thirty (30) days past due date shall bear interest at the rate of 1½ % per month from the due date of such payment to the date payment is received.

ARTICLE IX - TERMINATION OF MEMBERSHIP

Section 1 - Voluntary Withdrawal by Member District

1. **Notice of Withdrawal.** Any Member District may seek to withdraw from ELC by following the process provided for in Section 10-22.31 of the Illinois *School Code* (105 ILCS 5/10-22.31) or any successor legislation provided. Additionally, such withdrawing Member District must provide a written petition seeking withdrawal to the Executive Board, the Governing Board and the Director of Special Education stating its intent to

withdraw at least two (2) full fiscal years prior to the effective date of withdrawal and within 30 days of approval of the withdrawal petition by the Member District Board of Education. All voluntary withdrawals shall become effective on July 1 unless otherwise approved by the Governing Board.

A. Procedures for Withdrawal:

1. Concurring Resolutions of Member Districts.

A Member District seeking to withdraw from ELC may present a written petition seeking to withdraw to the Governing Board, the Executive Board and the Director of Special Education. Such written petition shall be sent certified mail return receipt requested. The written petition to withdraw must be approved by resolution of the Board of Education of the Member District seeking to withdraw and must state the reasons and rationale for the proposed withdrawal and the proposed date for withdrawal. The Boards of Education of the remaining Member Districts must approve the withdrawal petition within six months of the date the written petition for withdrawal is presented to the Executive Board, the Governing Board and the Director of Special Education. If the Boards of Education of the remaining Member Districts approve the withdrawal petition by written resolution within such six month period, the petitioning Member District shall be withdrawn from ELC effective July 1 which is two years after the withdrawal petition was presented to the Executive Board, Governing Board and Director of Special Education (or another July 1 as stated in the withdrawal petition) and shall notify the State Board of Education of the approved withdrawal in writing. If the Boards of Education of the remaining Member Districts do not approve the withdrawal petition by written resolution within such six month period, the petition to withdraw cannot be approved by concurring resolution as provided in this paragraph.

2. Hearing Before Regional Board of School Trustees.

A petition for withdrawal may also be made to the Regional Board of School Trustees exercising oversight or governance over the Member Districts. The Member District seeking to withdraw must simultaneously present a copy of the written petition seeking to withdraw to the Executive Board, Governing Board and the Director of Special Education of ELC. Such written petition shall be sent certified mail return receipt requested. The Regional Board of School Trustees shall then hold a hearing on the petition for withdrawal in accordance with the *School Code*.

B. Continuing Services.

Member Districts which voluntarily withdraw from ELC may request continued participation in selected ELC programs or services after withdrawal. Such participation is subject to approval by the Governing Board as recommended by the Executive Board and the Director of Special Education.

Should the Governing Board allow a former Member District to participate in ELC programs or services, the Governing Board shall enter into a written agreement with the former Member District setting forth the mutually agreed upon terms and conditions of participation, including the fees for such continuing services.

Section 2 - Removal of Member District

Membership in ELC is conditional upon the Member Districts continued compliance with the terms of these Joint Articles of Agreement and ELC policies. If the Governing Board finds that a Member District has failed to comply with these Articles of Joint Agreement or ELC polices after input and recommendation from the Executive Board, the Governing Board may put said Member District on written notice for such failure. If, after one (1) year from the date of the written notice to the Member District, the Member District has not remediated the failure as determined by the Governing Board, the Governing Board may remove such Member District pursuant to the following procedure:

A. Notice. Upon approval of a majority of the Executive Board and Governing Board, the Director of Special Education shall send a written notice to the Board of Education of the Member District in question, specifying in detail the items which the Governing Board deems sufficient cause to justify removal of the Member District from ELC.

B. Hearing. Should the Member District fail to take the remedial action required in the aforementioned notice to the satisfaction of the Executive Board and Governing Board, the Governing Board shall, upon reasonable written notice, call a special meeting, at which time the matter shall be brought before the Governing Board for hearing and action. At least thirty (30) days prior written notice of the time and place of such hearing shall be given to the Member District in question by certified mail addressed to the Superintendent of said Member District. The Member District in question shall be permitted to appear and to submit reasons why it should not be removed from membership.

C. Action. A unanimous vote of the Governing Board members, excluding the representative from the Member District subject to the removal proceeding, shall be required to terminate the membership of a Member District in ELC. Removal from membership shall not relieve the Member District of the obligations incurred during its membership in ELC and such termination shall become effective no later than July 1 following the date of action by the Governing Board.

Section 3 - Rights and Responsibilities Upon Withdrawal or Removal

In the event that any Member District withdraws or is removed from ELC, such Member District shall forfeit any claim or right it may have to any ELC assets provided, however, that ELC shall return to the withdrawn or removed Member District any unspent Federal IDEA Part B Funds generated by students in the withdrawing Member District (i.e. IDEA carry over funds). Such withdrawn or removed Member District, however, shall continue to be liable for all costs, expenses

and liabilities accrued by ELC on or before the effective date of withdrawal and shall continue to pay such costs, expenses and liabilities until they are paid in full. Costs, expenses and liabilities of ELC shall include, but not be limited to, costs; expenses; any form of debt, bonded indebtedness or notes; Life Safety work approved by the Executive Board and/or Governing Board prior to the effective date of withdrawal; any retirement incentives/enhancement payments and multi-year contract obligations for ELC employees or other costs related to retiring staff who are approved for such retirement incentives/enhancements or benefits prior to the effective date of withdrawal, including any employer contributions to the Illinois Teacher Retirement System or Illinois Municipal Retirement Fund; any costs associated with claims, litigation, lawsuits, administrative proceedings, grievances/arbitrations, workers' compensation claims and/or unemployment claims which accrue prior to the effective date of withdrawal; any liabilities as provided by law or any other financial or other liability incurred by ELC pursuant to its approved budget. Unless otherwise specifically provided, the withdrawing or removed Member District's share of the costs, expenses or liabilities shall be equal to the withdrawing or removed Member District's share of the Membership Fees as of the date the written petition for withdrawal is submitted to the Executive Board, the Governing Board and the Director of Special Education. The withdrawing Member District shall also be responsible for all costs associated with the withdrawal proceedings described above, including ELC's attorney's fees, any auditor or accounting fees incurred by ELC related to the withdrawal and costs related to the hearing before the Regional Board of School Trustees, including court reporter and other fees assessed by the Regional Board of School Trustees.

ARTICLE X – AMENDMENTS

Any Member District may submit to the Executive Board a written proposed amendment to these Articles of Joint Agreement. If approved by the Executive Board, the proposed amendment to these Articles of Agreement shall be presented to the Governing Board. The Governing Board shall consider the proposed amendment at two (2) meetings and a final consideration for approval shall occur after two (2) readings by the Governing Board. If approved by the Governing Board, the Governing Board shall submit the proposed amendment in sufficient copies to each Member District Board of Education for ratification by certified mail. To become effective, an amendment must be approved by at least two-thirds (2/3) of the Member District Boards of Education within ninety (90) days of the date on which the proposed amendment was mailed to each Member District.

The effective date of said amendment, unless otherwise stated therein, shall be the date of ratification of the last Member District Board of Education acting to approve the amendment.

ARTICLE XI - SERVICES TO NON MEMBER DISTRICT STUDENTS

ELC may provide programs or services to non-Member District children. The Director of Special Education shall have the authority to enroll such student(s), to arrange for the placement of such student(s) and to negotiate any necessary agreements and financial arrangements between the resident school district of the student and ELC subject to review and approval of the Executive Board.

ARTICLE XII – DISSOLUTION

Section 1 - Dissolution

Dissolution of ELC may be recommended by the Executive Board to the Governing Board. Dissolution may occur if approved by the affirmative vote of two-thirds (2/3) of the entire membership of the Governing Board, in the following manner:

- A. Any Member District may submit a Resolution for Dissolution with the Board proposing that ELC be dissolved voluntarily. If approved by the Executive Board, the question of such dissolution shall be submitted to a vote at a meeting of the Governing Board, which may be either a regular or a special meeting.
- B. Written notice stating that the purpose, or one of the purposes, of the meeting is to consider the voluntary dissolution of ELC shall be given to each member of the Governing Board within the time and in the manner provided in these Articles of Joint Agreement for giving notice of meetings of the Governing Board.
- C. Such Resolution for Dissolution shall be filed at least two (2) years prior to the requested effective date of the dissolution.

Section 2 - Effect of Dissolution

Upon dissolution ELC shall not thereafter carry on any business except that necessary to conclude and liquidate its business and affairs, including, but not limited to:

- A. Collecting receivables;
- B. Liquidating and or disposing of its assets as provided in Section 3 hereof;
- C. Returning to each then-current Member District any unspent Federal IDEA Part B Funds generated by students in each Member District;
- D. Discharging or making provision for discharging of its liabilities and obligations;
- E. Causing the honorable dismissal or otherwise terminating the employees of ELC;
and
- F. Taking such other actions as may be necessary to wind up the affairs of ELC.

Section 3 – Distribution of Assets

Once ELC has accounted for all of its assets and liabilities, any remaining assets after such accounting shall be distributed to each Member District, at the time of dissolution, on an equal basis.

ARTICLE XIII - SAVINGS CLAUSE

In the event that any section or part of these Articles of Joint Agreement violate any applicable statute or regulation, such section or part of the Articles of Joint Agreement shall be null and void and shall not be binding. To the extent that the purpose of and the ability to operate ELC remains unaltered, such partial invalidation of any part of this Joint Agreement shall not in any way affect the validity of the remainder of these Articles of Joint Agreement.

**BOARD OF EDUCATION OF ADLAI E. STEVENSON SCHOOL
DISTRICT NO. 125**

By: _____
Mr. Bruce Lubin, President

Attest: _____
Secretary

Date: _____

**BOARD OF EDUCATION OF KILDEER COUNTRYSIDE COMMUNITY
CONSOLIDATED SCHOOL DISTRICT NO. 96**

By: _____
Mr. Marc Tepper, President

Attest: _____
Secretary

Date: _____

**BOARD OF EDUCATION OF LINCOLNSHIRE-PRAIRIE VIEW
SCHOOL DISTRICT NO. 103**

By: _____
Mr. Gary Gordon, President

Attest: _____
Secretary

Date: _____



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: Katie Reynolds, Assistant Superintendent of Curriculum and Instruction
CC: Dr. Scott Warren
Date: July 20, 2015
Re: 1:1 Educational Profile Report

Attached you will find summary data from the Education Technology Profile Survey administered to teachers in fourth and sixth grade in May, 2015.

It was the intent to use these surveys as a pre and post assessment of the district's professional development efforts. Unfortunately, the numbers of survey respondents are either too low or too different to make accurate comparisons. In the fall, five 4th grade teachers responded to the survey, in the spring that number dropped to three respondents. In 6th grade six teachers responded in the fall, and twenty-two teachers responded in the spring. Unfortunately, since Apple provides the link for the survey there is no way for district administrators to monitor the response rate until after the survey window has closed.

District administrators will look for a different survey tool to use next school year that allows us to monitor the response rate.



Education Technology Profile Report

Name of Institution: Grade: 4th
City: Lincolnshire
State: IL
Date Survey Closed: 05/28/2015
Number of Responses: 3

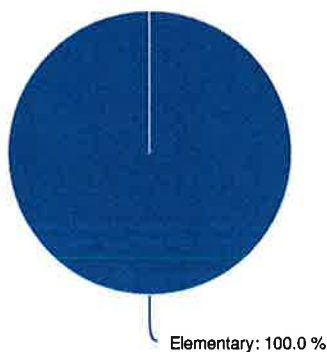
The survey that your faculty have just completed was designed to provide you with some general demographics of technology use and three key pieces of information:

- An overall profile of the levels at which faculty are using technology in their classrooms;
- The types of professional development that might best assist your faculty in enhancing their technology-based practice, broken down by tool groupings;
- The types of teaching-oriented professional activities that your faculty engage in outside the classroom, broken down by category.

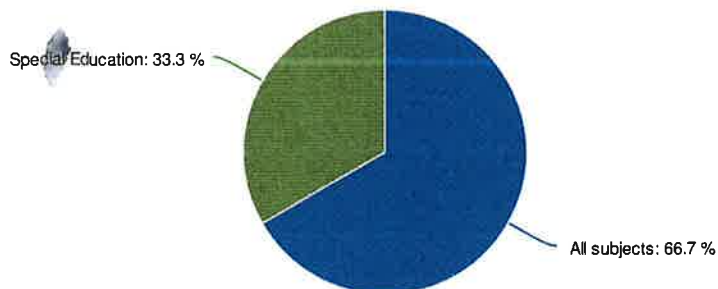
The information associated with this survey is only intended for informational purposes and for your internal use. Please do not distribute beyond the intended personnel within your institution.

General Technology Demographics

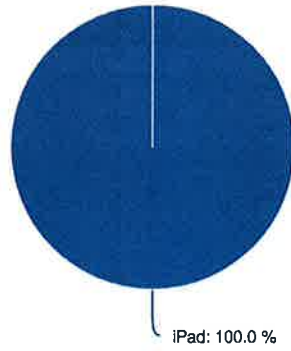
Grade Level



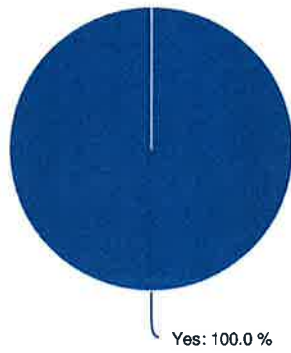
Subject Area



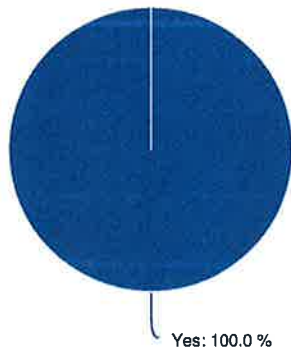
Primary Learning Technology Tools



Technology Available as One-to-One Device



Students Take Technology Home



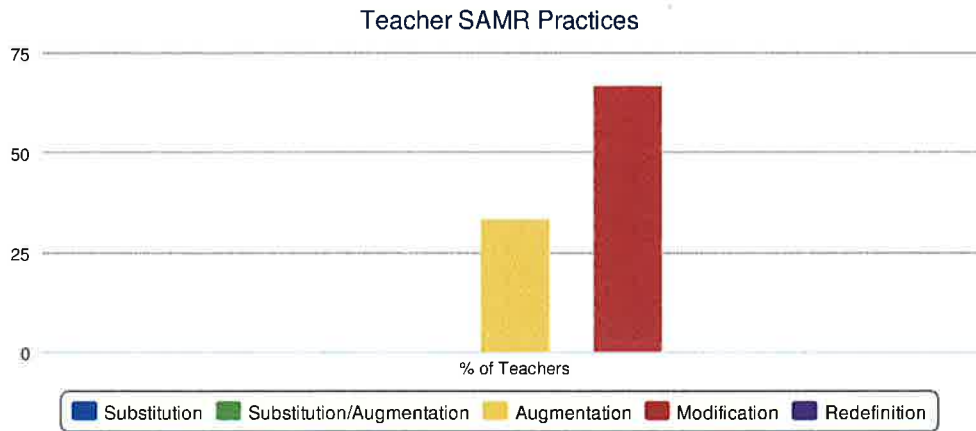
SAMR Analysis

The conclusions for the second section of the report are drawn from Dr. Ruben Puentedura's SAMR model, which outlines four tiers for the use of technology in the classroom:

- **Substitution:** The new technology is used as a direct substitute for an older tool, with no change in the tasks undertaken by students or how these tasks are accomplished using the new toolset. At this level, no noticeable improvements in student outcomes are recorded.
- **Augmentation:** The new technology substitutes for an older tool, with no change in the tasks undertaken by students. However, features of the new technology are used to improve how these tasks are carried out by students, such as by making the tasks easier or faster to accomplish or by providing additional features not previously available. At this level, small improvements in student outcomes are recorded.
- **Modification:** The tasks to be undertaken by students are significantly redesigned in order to achieve new educational goals. The redesign is made possible by features of the new technology, not available before. At this level, noticeable improvements in student outcomes are recorded.
- **Redefinition:** Older tasks are replaced in part or in whole by newer tasks in order to achieve previously unattainable educational goals. The new tasks are made possible by features of the new technology, not available before. At this level, strong improvements in student outcomes are recorded.

While a full determination of the habitual SAMR level of a teacher's practice requires classroom observation and conversations with both faculty and students, the current questionnaire has been found to be a good proxy. The scoring methodology was developed and refined in test survey sessions with Apple Distinguished Educators (ADEs) and validated by comparing scores to narrative answers given by the ADEs describing their classroom practice. The level of an individual teacher's practice might potentially be slightly higher or lower than predicted by the questionnaire; however, noticeable discrepancies between questionnaire results and described practice were only observed in fewer than 1% of the responses.

The overall percentages of SAMR practices by faculty in your school are as follows:



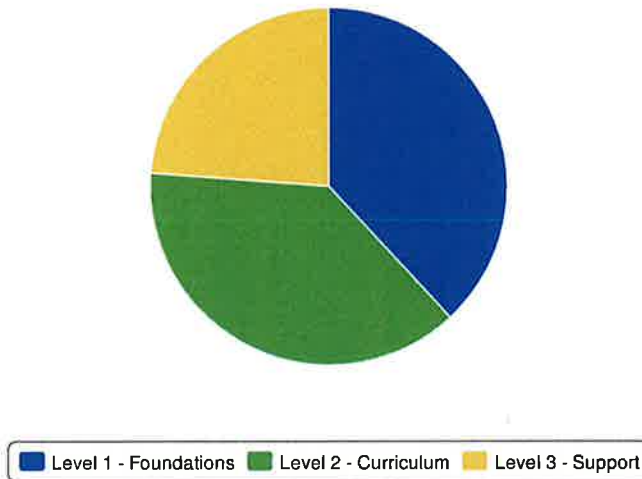
Levels of Professional Development

It is important to realize that all four levels of SAMR practice can make valuable contributions to the work of an institution; however, large improvements in student outcomes are not observed until the upper levels are reached. Hence, it is desirable for faculty to progressively develop their practice to reach these upper levels. It is also worthwhile to identify the categories and levels of professional development that will prove most useful to educators, in order to assist them in reaching these levels. The current questionnaire identifies three levels of professional development best suited to faculty:

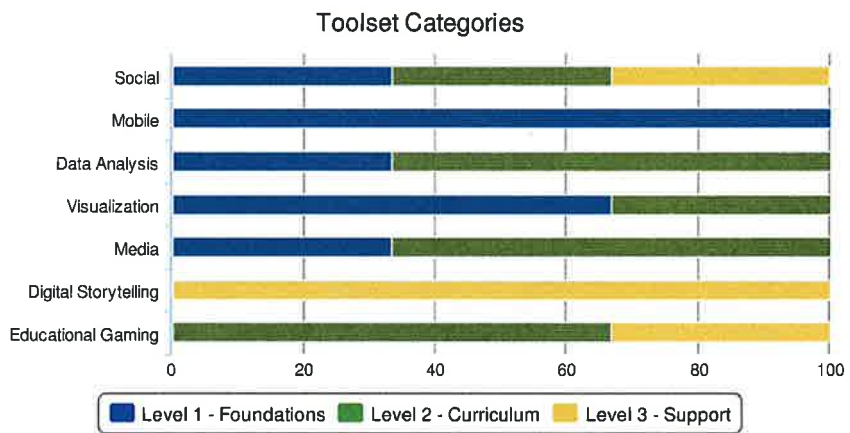
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- **Level 3:** Corresponds to the APD Support and Leadership workshops. These offerings support faculty and administrators in technology visioning, planning, and building capacity.

The percentages of faculty at each of these three levels, in key toolset categories, are as follows:

PD Levels Best Suited for Teachers



| | Level 1 | Level 2 | Level 3 |
|----------------------|---------|---------|---------|
| Social | 33.3% | 33.3% | 33.3% |
| Mobile | 100.0% | 0.0% | 0.0% |
| Data Analysis | 33.3% | 66.7% | 0.0% |
| Visualization | 66.7% | 33.3% | 0.0% |
| Media | 33.3% | 66.7% | 0.0% |
| Digital Storytelling | 0.0% | 0.0% | 100.0% |
| Educational Gaming | 0.0% | 66.7% | 33.3% |



Professional Engagement

Finally, the results of this survey can help you address sustainability of ongoing professional development in your school. While Apple's Professional Development products can both support and assist you in this process, sustainable professional development requires that faculty be integrated into a range of scenarios and projects that extend beyond the reach of their individual classrooms. The greater their involvement, the more likely it is that projects will succeed, and that the use of professional development resources will be more efficient. The following results from the survey provide a profile of these activities in your school:

| | No Role | Minor Role | Significant Role | Crucial Role |
|-------------------------------------|---------|------------|------------------|--------------|
| Serve on Committees | 0.0% | 33.3% | 66.7% | 0.0% |
| Work on Teams | 0.0% | 0.0% | 66.7% | 33.3% |
| Participate in Online Networks | 0.0% | 100.0% | 0.0% | 0.0% |
| Access Online Resources | 0.0% | 0.0% | 66.7% | 33.3% |
| Contribute to Online Resources | 33.3% | 0.0% | 66.7% | 0.0% |
| Develop Flipped Classroom Materials | 0.0% | 66.7% | 33.3% | 0.0% |
| Communicate with Parents | 0.0% | 0.0% | 33.3% | 66.7% |



Next Steps

Apple Professional Development workshops can help you integrate Apple products into your curriculum and overall student environment for a richer learning—and teaching—experience. They provide for the ongoing learning of educators and the sustainability of professional development in your institution.

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Education Technology Profile Report

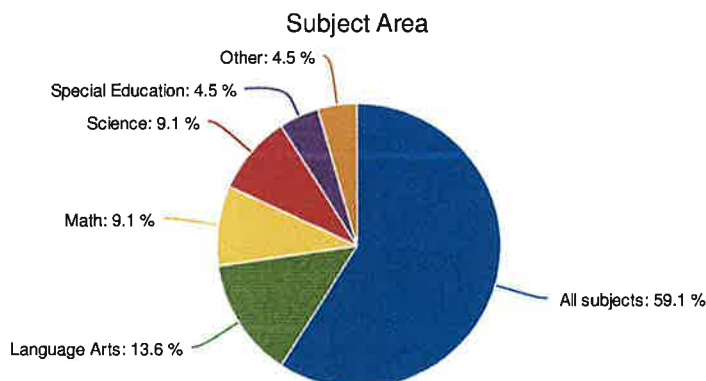
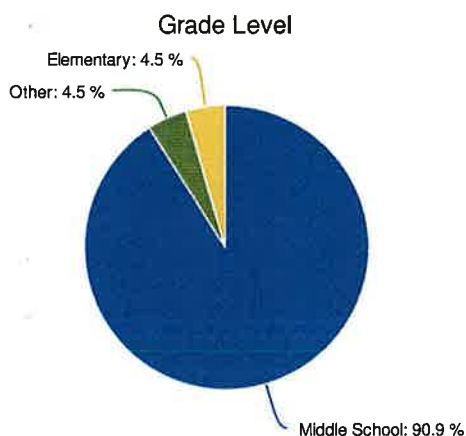
Name of Institution: Grade: 6th
City: Lincolnshire
State: IL
Date Survey Closed: 05/28/2015
Number of Responses: 22

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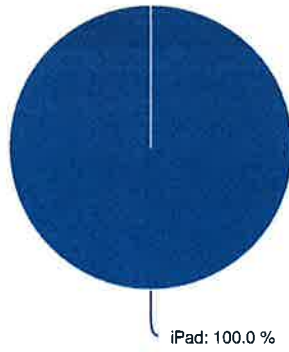
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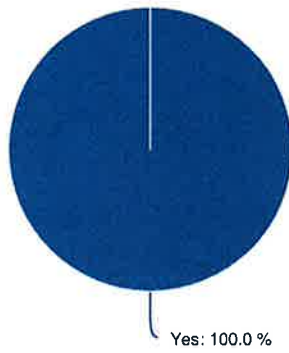
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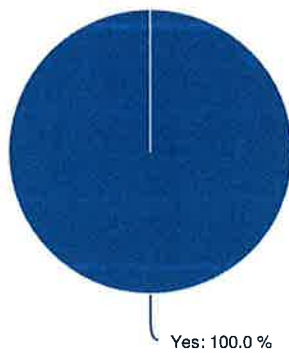
Primary Learning Technology Tools



Technology Available as One-to-One Device



Students Take Technology Home



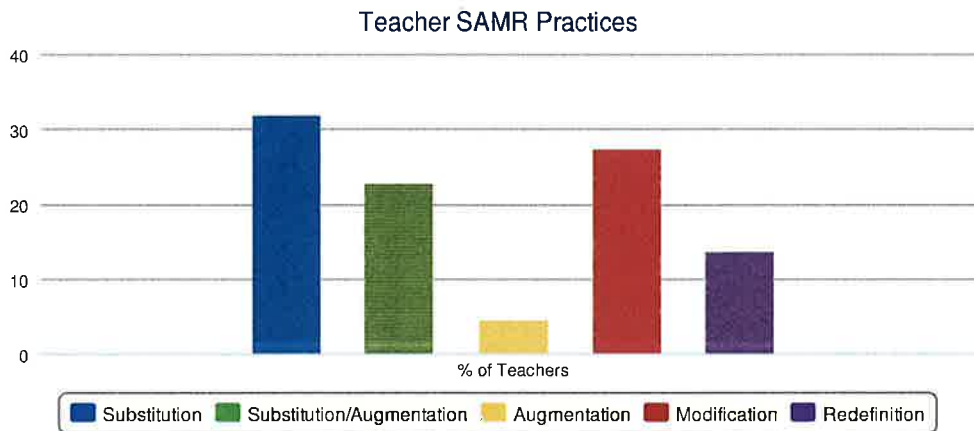
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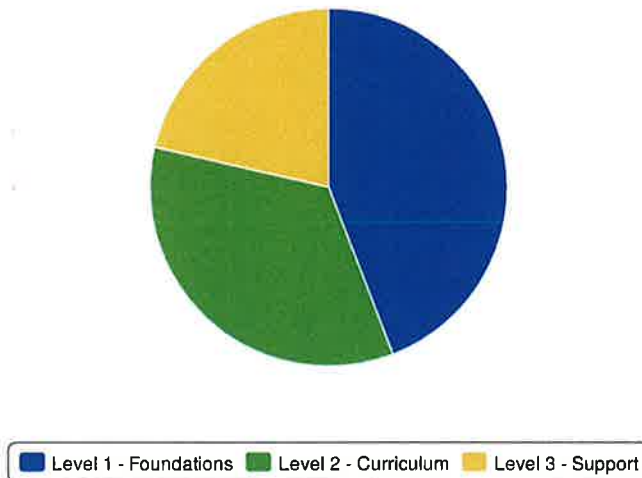
Levels of Professional Development

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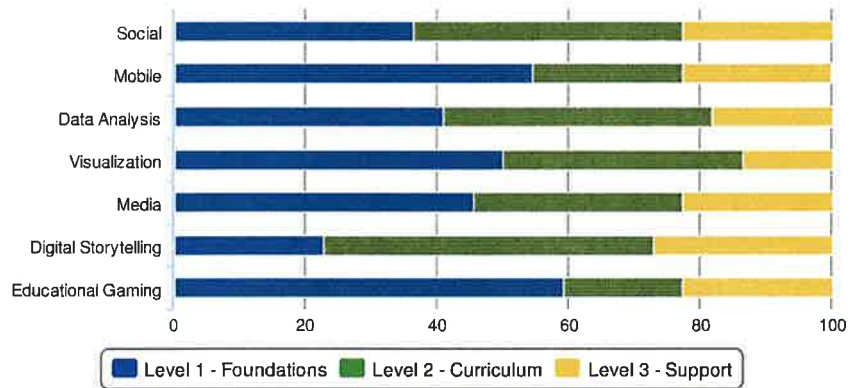
The percentages of faculty at each of these three levels, in key toolset categories, are as follows:

PD Levels Best Suited for Teachers



| | Level 1 | Level 2 | Level 3 |
|----------------------|---------|---------|---------|
| Social | 36.4% | 40.9% | 22.7% |
| Mobile | 54.5% | 22.7% | 22.7% |
| Data Analysis | 40.9% | 40.9% | 18.2% |
| Visualization | 50.0% | 36.4% | 13.6% |
| Media | 45.5% | 31.8% | 22.7% |
| Digital Storytelling | 22.7% | 50.0% | 27.3% |
| Educational Gaming | 59.1% | 18.2% | 22.7% |

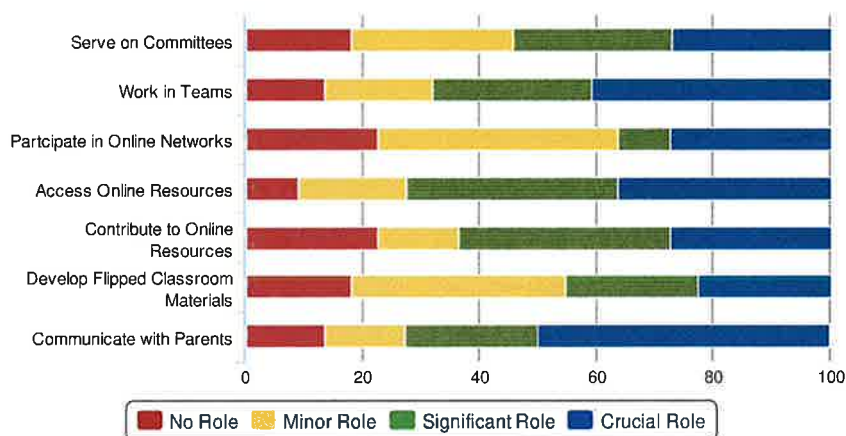
Toolset Categories



Professional Engagement

Finally, the results of this survey can help you address sustainability of ongoing professional development in your school. While Apple's Professional Development products can both support and assist you in this process, sustainable professional development requires that faculty be integrated into a range of scenarios and projects that extend beyond the reach of their individual classrooms. The greater their involvement, the more likely it is that projects will succeed, and that the use of professional development resources will be more efficient. The following results from the survey provide a profile of these activities in your school:

| | No Role | Minor Role | Significant Role | Crucial Role |
|-------------------------------------|---------|------------|------------------|--------------|
| Serve on Committees | 18.2% | 27.3% | 27.3% | 27.3% |
| Work on Teams | 13.6% | 18.2% | 27.3% | 40.9% |
| Participate in Online Networks | 22.7% | 40.9% | 9.1% | 27.3% |
| Access Online Resources | 9.1% | 18.2% | 36.4% | 36.4% |
| Contribute to Online Resources | 22.7% | 13.6% | 36.4% | 27.3% |
| Develop Flipped Classroom Materials | 18.2% | 36.4% | 22.7% | 22.7% |
| Communicate with Parents | 13.6% | 13.6% | 22.7% | 50.0% |



Next Steps

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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: Katie Reynolds
CC: Dr. Scott Warren
Date: July 20, 2015
Re: 1:1 Teaching and Learning Student Survey May

In May, students in fourth and sixth grade completed the 1:1 Teaching and Learning Survey. This survey was administered to the students three times during the 2015-2016 school year; once in the fall, winter and spring. The charts below provide the data from each question and each administration of the survey in chart form.

Half Day School

Key Findings from the Survey:

- In the fall and winter 71% of students reported they collaborated on a project using the iPad once a month to once a week. This number increased to 81% in the spring, but the highest rating category went from once a week to once a month
- The number of students who participated in online discussions either daily or weekly dropped from 74.6% in the fall to 64.0% in the spring.
- 95% of students reported in the spring that they created presentations or final projects on the iPad once a month to once a week. This number increased to 88.5% in the fall.
- The percentage of students who searched for information either daily or weekly increased from 60% in the fall to 79.1% in the spring.
- More students reported that the iPad kept them organized, they felt more involved in school, and they could be more creative from fall to spring.
- Fewer students reported that school work was more interesting, and that the iPad helped them complete assignments on time from fall to spring

Survey Results Comparison Charts

1. How often do you use your 1:1 iPad in school to do each of the following:

Work on a project with a classmate?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 16.4% | 16% | 9.2% |
| Once a Month | 25.5% | 25% | 56.9% |
| Once a Week | 46.1% | 46% | 24.2% |
| Everyday | 12.1% | 12% | 9.8% |

Create drafts of a writing piece?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 15.2% | 15% | 6.5% |
| Once a Month | 29.7% | 30% | 43.1% |
| Once a Week | 49.7% | 50% | 41.8% |
| Everyday | 5.5% | 5% | 8.5% |

Create a presentation or final project?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 10.3% | 10% | 2% |
| Once a Month | 55.2% | 55% | 73.2% |
| Once a Week | 33.3% | 33% | 22.2% |
| Everyday | 1.2% | 1% | 2.6% |

Participate in online class discussions for example Padlet or Haiku?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 7.3% | 6% | 12.4% |
| Once a Month | 18.2% | 15% | 23.5% |
| Once a Week | 45.5% | 30% | 39.2% |
| Everyday | 29.1% | 48% | 24.8% |

Research a topic?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 7.3% | 7% | 0.7% |
| Once a Month | 18.2% | 18% | 28.1% |
| Once a Week | 45.5% | 45% | 47.7% |
| Everyday | 29.1% | 29% | 23.5% |

Search online for information?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 26.1% | 26% | 1.3% |
| Once a Month | 13.9% | 14% | 19.6% |

| | | | |
|-------------|-------|-----|-------|
| Once a Week | 33.3% | 33% | 43.8% |
| Everyday | 26.7% | 27% | 35.3% |

2. Having an iPad helps keep me organized

| | | | |
|----------|-------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 83.6% | 84% | 86.9% |
| Disagree | 16.4% | 16% | 13.1% |

3. Schoolwork has been more interesting since I started using my 1:1 iPad

| | | | |
|----------|-------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 90.9% | 91% | 87.6% |
| Disagree | 9.1% | 9% | 12.4% |

4. I am more involved in school when I use my iPad

| | | | |
|----------|-------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 64.2% | 64% | 67.3% |
| Disagree | 35.8% | 36% | 32.7% |

5. Using an iPad has been a positive experience

| | | | |
|----------|-------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 93.3% | 92% | 94.1% |
| Disagree | 6.7% | 7% | 5.9% |

6. Working with classmates in school is easier and more fun with an iPad

| | | | |
|----------|-------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 81.6% | 81% | 79.7% |
| Disagree | 18.4% | 18% | 20.3% |

7. I can be more creative in school when I use an iPad

| | | | |
|----------|-------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 72.1% | 72% | 77.2% |
| Disagree | 27.9% | 28% | 22.8% |

8. My iPad has helped me complete my assignments on time

| | | | |
|----------|------|--------|--------|
| | Fall | Winter | Spring |
| Agree | 70.3 | 70% | 67.5% |
| Disagree | 29.7 | 30% | 32.5% |

Daniel Wright

Key Findings from the Survey:

- In the fall and winter 84% of students reported they collaborated on a project using the iPad once a month to once a week. This number increased to 87.8% in the spring. The once a week category rating increased by 5% from fall to spring.
- The number of students reported crating drafts of a writing piece either once a month or once a week on the iPad increased by 10%.
- The number of students who participated in online discussions either daily or weekly increased from 53.4% in the fall to 68.2% in the spring.
- The percentage of students who searched for information either daily or weekly increased from 60% in the fall to 79.1% in the spring.
- More students reported that the quality of their work improved since and they felt completing schoolwork with a peer was easier and more fun since using the iPad from fall to spring.
- Fewer students reported that using the iPad helped them stay organized or complete assignments on time from fall to spring

Survey Results Comparison Charts

1. How often do you use your 1:1 iPad in school to do each of the following:

Work on a project with a classmate?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 4.6% | 5% | 0% |
| Once a Month | 37.9% | 38% | 35.8% |
| Once a Week | 46.1% | 46% | 52% |
| Everyday | 11.4% | 11% | 12.2% |

Do research or search for something online?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 0.5% | 0% | 1.4% |
| Once a Month | 5.5% | 6% | 8.8% |
| Once a Week | 19.6% | 20% | 23.6% |

| | | | |
|----------|-------|-----|-------|
| Everyday | 74.4% | 74% | 66.2% |
|----------|-------|-----|-------|

Create Drafts of a writing piece?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 3.7% | 4% | 1.4% |
| Once a Month | 30.1% | 30% | 51.4% |
| Once a Week | 50.2% | 50% | 39.2% |
| Everyday | 16% | 16% | 8.1% |

Create a presentation or final project?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 4.1% | 4% | 0% |
| Once a Month | 58.4% | 59% | 55.4% |
| Once a Week | 31.1% | 30% | 38.5% |
| Everyday | 6.4% | 6% | 6.1% |

Participate in online class discussions for example Padlet or Haiku?

| | Fall | Winter | Spring |
|--------------|-------|--------|--------|
| Never | 4.6% | 5% | 2.7% |
| Once a Month | 19.6% | 19% | 49.3% |
| Once a Week | 33.8% | 34% | 18.9% |
| Everyday | 42% | 42% | 29.1% |

2. Having an iPad helps keep me organized

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 90.9% | 91% | 88.5% |
| Disagree | 9.1% | 9% | 11.5% |

3. Schoolwork has been more interesting since I started using my 1:1 iPad

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 76.7% | 77% | 77% |
| Disagree | 23.3% | 23% | 23% |

4. I am more involved in school when I use my iPad

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 63.5% | 64% | 65.5% |
| Disagree | 36.5% | 36% | 34.5% |

5. The quality of my schoolwork has improved since I started using my 1:1 iPad

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 62.6% | 63% | 67.6% |
| Disagree | 37.4% | 37% | 32.4% |

6. Using an iPad at school has been a positive experience

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 88.9% | 88% | 89.9% |
| Disagree | 11.1% | 11% | 10.1% |

7. Working with classmates in school is easier and more fun with an iPad

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 75.8% | 76% | 83.1% |
| Disagree | 24.2% | 24% | 16.9% |

8. I can be more creative in school when I use an iPad

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 79.7% | 80% | 81.6% |
| Disagree | 20.3% | 19% | 18.4% |

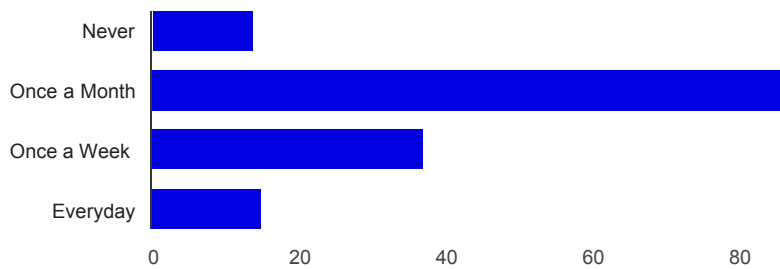
9. My Ipad has helped me complete my assignments on time

| | Fall | Winter | Spring |
|----------|-------|--------|--------|
| Agree | 74.1% | 73% | 70.3% |
| Disagree | 25.9% | 25% | 29.7% |

153 responses

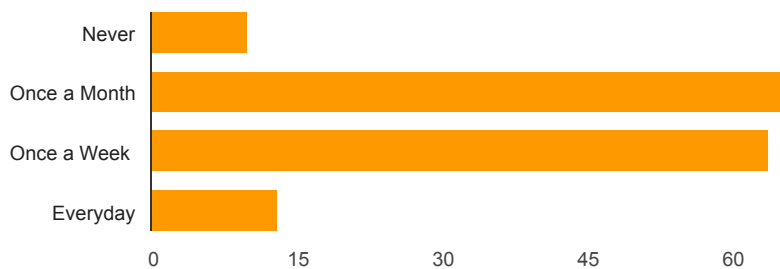
Summary

Work on a project with a classmate? [How often do you use your 1:1 iPad in school to do each of the following:]



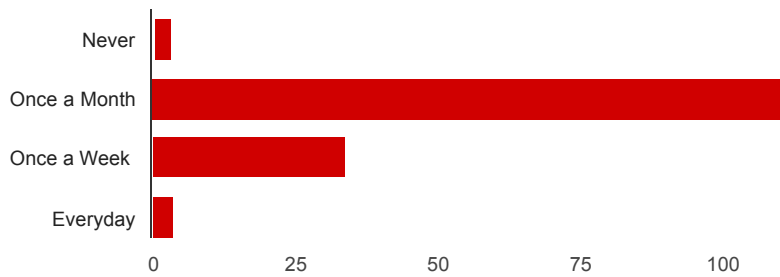
| | | |
|--------------|-----------|-------|
| Never | 14 | 9.2% |
| Once a Month | 87 | 56.9% |
| Once a Week | 37 | 24.2% |
| Everyday | 15 | 9.8% |

Create drafts of a writing piece? [How often do you use your 1:1 iPad in school to do each of the following:]



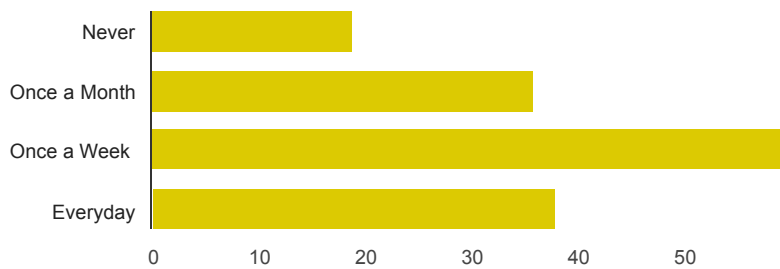
| | | |
|--------------|-----------|-------|
| Never | 10 | 6.5% |
| Once a Month | 66 | 43.1% |
| Once a Week | 64 | 41.8% |
| Everyday | 13 | 8.5% |

Create a presentation or final project [How often do you use your 1:1 iPad in school to do each of the following:]



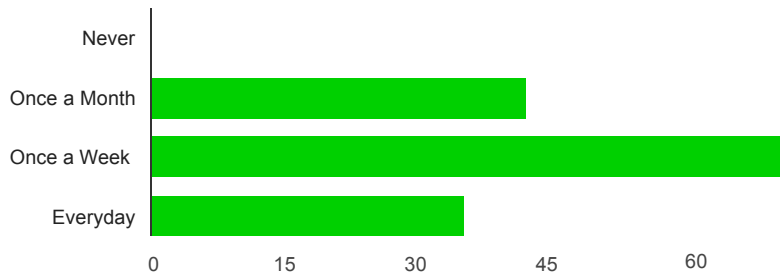
| | | |
|--------------|------------|-------|
| Never | 3 | 2% |
| Once a Month | 112 | 73.2% |
| Once a Week | 34 | 22.2% |
| Everyday | 4 | 2.6% |

Participate in online class discussions for example Edmodo, Padlet, Haiku? [How often do you use your 1:1 iPad in school to do each of the following:]



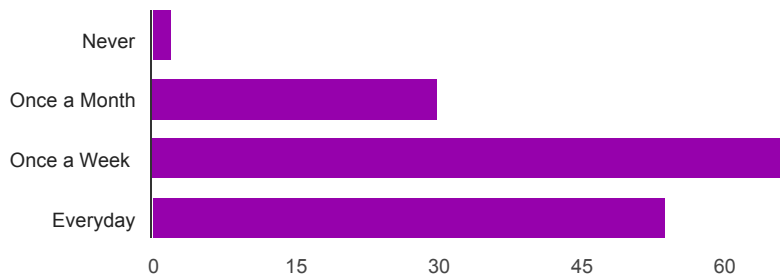
| | | |
|--------------|-----------|-------|
| Never | 19 | 12.4% |
| Once a Month | 36 | 23.5% |
| Once a Week | 60 | 39.2% |
| Everyday | 38 | 24.8% |

Research a topic? [How often do you use your 1:1 iPad in school to do each of the following:]



| | | |
|--------------|-----------|-------|
| Never | 1 | 0.7% |
| Once a Month | 43 | 28.1% |
| Once a Week | 73 | 47.7% |
| Everyday | 36 | 23.5% |

Search online for information? [How often do you use your 1:1 iPad in school to do each of the following:]



| | | |
|--------------|-----------|-------|
| Never | 2 | 1.3% |
| Once a Month | 30 | 19.6% |
| Once a Week | 67 | 43.8% |
| Everyday | 54 | 35.3% |

Having an iPad helps keep me organized. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 133 | 86.9% |
| Disagree | 20 | 13.1% |

Schoolwork has been more interesting since I started using my 1:1 iPad. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 134 | 87.6% |
| Disagree | 19 | 12.4% |

I am more involved in school when I use my iPad. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 103 | 67.3% |
| Disagree | 50 | 32.7% |

Using an iPad at school has been a positive experience. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 144 | 94.1% |
| Disagree | 9 | 5.9% |

Working with classmates in school is easier and more fun with an iPad. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 122 | 79.7% |
| Disagree | 31 | 20.3% |

I can be more creative in school when I use an iPad. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 115 | 77.2% |
| Disagree | 34 | 22.8% |

My iPad has helped me complete my assignments on time. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 102 | 67.5% |
| Disagree | 49 | 32.5% |

These are the things I like to do with my iPad at school...

I like to do my projects , type papers, and do homework on my iPad.

At school, I like to make final projects in keynote or book creator. It is very fun and easy to make. You can also animate, and make it very creative.

I love using the apps like book creator, notability, keynote, and other creating apps to work on projects and reports. I feel I can be more creative with my iPad.

Play hopscotch

Play the math games, Haiku, safe searches, and projects.

I like to do Kahoot and pic-collage and sometimes when we do projects

I like to play and make kahoots and I like to do big presentations on keynote and other presentation apps.

i like to use hopscotch, front row, and kodable

I like to make projects on my iPad and play front row.

Hopscotch

I like everything with my iPad

I love the new ways that we can use are iPad.

That you can be creative like using keynote to make a self interest project. I can also use the math apps at home to practice.

Create keynote presentations, create pic collages, play math games, and read e-books.

Look if I am missing homework, researching for important projects, and doing lots of schoolwork.

Nothing

I like that when you research a topic o do homework on something, it is more interesting and fun.

I think that sometimes I can me very creative because of I-movie. I love just making my own movies. I feel somehow important when I use the iPad. But I always keep my iPad safe so I don't do random searches. I think its a good idea that the teachers always keep in mind that your iPad is a school iPad even when you go home. It's not a home iPad so you can't download your own games or do any searches.

I like to make i movies keynotes and pic collages I.

Find out more interesting facts about animals states or so, do my book reports.

I like to do Toontastic,Keynote,Sumdog,and Kahoot.

I like using my I pad in school for assignments.

I like to make different presentations. I like to make IMovie trailers.

Playing Educational games, making presentations.

Create keynotes

Look up things.

I like to read e books and play different games like spelling city.

I like Keynote because there's animation, and it looks really cool. Another's app I like is iMovie, because you can make cool trailers, and there are special effects.

I like to play the fun learning games like sum dog and math evolve.

Do math apps or fun apps like duolingo.

I like to have free time and play hooda math

Work on projects and learn stuff about or just facts.

Work on projects and make stories.

Work on projects alone , keep track of stuff, Kahoots , and read work on it because it is a little easier with typing and not writing.

Research

I like when we play Kahoots together and I also like when we make presentations on our iPad. I really like how you can tinker with the tools and explore the iPad apps.

I like to do my book reports on my ipad because we can use different apps for it. I also like to play sumdog if we are not in the lab.

Work on projects

I like to do the math fractions thing and research things on my iPad, I also like to do keynotes and pic collages.

play math games make piccollages

Half Day Student Check In Survey - Google Forms

Take quizzes play haiku games and doing spelling city on my own iPad

I like to go on hooda math a lot and edmodo.

Write Stories Camera Presentations with friends Quiz Games (Math, reading) ConnectEd
Activities Projects

Haiku, toontastic, iMovie

Play sumdog and play hopscotch

I like all the apps and that I can have all my stuff in my iPad like a folder.

Search up facts.

Play Kahoots or games and making projects.

Play kahoot, make an I-movie or a keynote.

I do projects create movies and trailers and create fun stuff along with doing math games.

Google drive, hopscotch,

Use the Dictionary. Check my homework on haiku.

Read on Raz Kids play math games and make a book on book creator.

I like work on my assignments that my teacher assigns me or any projects.

I like using my iPad at school because of auto correct and apps used for making
presentations like keynote.

type assignments

I like that we can type instead of just writing everything such as essays. I also like the fact
that we can be creative with our projects instead of just crayons and pencils.

Work, learn, and play.

Do fun research projects with friends. Work on online activities. Also be able to use the
apps.

I like to play Sumdog and using fun websites.

I like to do sum dog and kahoots.

I like to work on projects such as Key Note or iMovie. I also like to search facts on the safe
search.

I like to use toontastic,haiku,and razkids

I like to do projects like iMovie and like toontastic and pic collage for Illinois and a book you
like also videolishios for our plants in the beginning of the year

Play on the educational practice activities:making big projects

Sum dog

Hopscotch drive and edmodo

Do school stuff and have fun

I like to do on the I pad is going on edmodo

I like to study different topics, make pic collages, do recorder karate, and much more!

I like to do SOME things with my i pad. And I like HOPSOTCh!!!!🤩

It's Fun, everything is at my fingertips, that's what is really neat!

Go on pic collage. Make book creators.

I like taking online surveys like this rather than paper copies. I like it because online surveys don't hurt my hands to type but to write it does. Also I can type faster than I write. Another reason is my writing is a little sloppy and typing makes me feel like I can write neat.

At free time I like to go on google docs and wright story's, and I like to do other apps.

Connecting with other students.

Sumdog, google drive, book creator.

I like to make projects on keynote and iMovie the IPad because it is fun to see all the fun things you can do with the presentation like adding effects and the styles.

Searching Topics up for school

I like to do math on my iPad, on notability.

Lots of haiku activities spelling city and hopscotch.

I like the apps like timeline so you don't have to do things like print out pictures, make the times and the line ect.

I like to create presentations on Keynote and Google slides because it helps you do things you can't do with paper and helps you be more creative with schoolwork.

Play sumdog and edmodo.

Pratice math facts and write story's .

I like creating iMovies and Keynotes for social studies on my iPad.

Doing Kahoots and making presentations on keynote.

I like to go on sum dog

Math games, Edmodo, and games that do not include math.

I like to type stories with my friends in google drive. I also like to do kahoots online.

Go on edmodo, type in my google drive, do homework on it.

Hopscotch kodable picolge And Keynote iMovie

iMovie book creator and picollage!

I like.... - to make pic collages - to play the programming games - to watch brain pop videos every once in a while - to play on Chatter kid

I like to play kahoots and hopscotch! I really like to code on here! I also like to make presentations for school projects, wether it is on keynote, iMovie, ect.!

Kahoot, book creator

I really liked that you can chat with other people on edmodo if you need help with school work. Also it is more fun to create your own google docs on your own i pad at school. It is also easier to do school work because you cant loose anythingunless you loose your i pad.

Search sports info

If there is a assignment or test or project than I use my iPad if I can.

Research topics use it to make school easier we can be more creative with the iPads because of some apps

Math games, translate, and edmodo

Math and ela

I like the school iPads because it helped me learn and it was educational to play the review games for tests. I liked taking spell ohm tests online quickly. It was fun to make iMovies, Keynotes, Book Creators, Pages, and sometimes, a note.

Sometimes I like to draw or look up images on safe search

I like to make presentations and practice my math.

Some things I like to do on my iPad at school is doing Kahoots, doing Keynote projects, and doing I Movie.

I like to make presentations with the iPad, I like to make fun stuff with the app i movie, chatterkid pic collage and hopscotch.

I like to make projects with friends and alone

Look up things, do projects.

I like to use my iPad to do my morning assignments like, tenmarks, teentribune, and spelling city.

Play different games and projects and reading on the iPad and other things the teacher lets us do.

I like to play learning games and sometimes it can even make homework fun.

. Do iMovies a do Google Slides . Being creative . Doing toontastic

I like to do presentations on topics on my iPad because I think it is more fun than using paper.

I like to do Kahoots because, it is a good way to learn and have fun with your class and friends. I like to make iMovies every once in a while because it is a good way to be creative and learn. I like using Dulingo because it helps me learn different languages and is really fun.

I like to do projects at school like make iMovies and Keynotes.

I like to search things on kid search, I play Kahoots, I play games like hopscotch and sumdog and I air drop pictures if they want one of my pictures.

I like to do Sumdog, Drawing Pad, Kodable, Google Earth, Drive, and Haiku Learning at school.

Go on edmodo, play hopscotch, and look for interesting information

I like todo projects on my iPad. I also like to type instead of writing.

Do Hopscotch Coding, make a movie on TOONTASTIC, and learn.

Make pic collages and play games on hooda math

Research. Hopscotch. Math Games.

I like to play games like kahoot or do tenmarks assignments. I also like to do Socrative.

I like to do fun activities like pic collage and playing games on it when we are at home

Research, play math games when done with work.

I like to make projects and do research. I like to research a topic and then have that and put it in an I movie or keynote.

The things I like to do with my iPad at school is book creator and read raz kids also do Imovies for books and math games. I also like to read on connected ed instead of a book.

Type stuff.

I like to play hopscotch and kahoot because kahoot is a Educational game and hopscotch is fun also picologe.

Math games,spelling games,and and apps where I can interact.

I like to make new drafts, use fun apps like Drawing Pad & make projects online because it is more interesting, and involving.

Do projects, write stories and research

I like to do research because there are many websites to look for information. I also like to create presentations because I can be creative but also need to use my brain.

I like to use my iPad for fun games like Kahoot and Sumdog. I also like to use my iPad for certain things that would me learn. We would also use our iPads in art, Spanish, music and social studies.

I like to play games at school when our teacher lets us play games.

I like going on sumdog when ever I can.

Things I like to do with my iPad are go on Edmodo, and make iMovies and keynotes.

Are play hooda math and do pic collages.

Math links, reading projects, and playing.

I like to go on sumdog if my teacher lets me. I also do hooda math, geo baord, KAHOOT, rarely hopscotch and do stuff that have to do with videos.

Is there something that you would like to change about how you use your iPad at school?

That people don't use it for fun

Yes. I want to change the rule that you can not download apps on the school iPad during the summer. I think that we should be able to download a few apps during the summer because you are out of school. But when we return to school we should have them all deleted.

no

I don't think there is anything I would want to change about the iPads.

I think the teachers should explain the apps on the first day everyone has their iPads because there are apps that I don't understand how to use.

To make online pictures restricted .

Child protection unit!

In case you forget to charge (sadly) keep one charger in school.

No ectept that you are not alwood to get any other apps

I wish we used our iPads more and if we had time to learn how to use most of the apps on the iPad instead of guessing how to use them.

Use more apps.

Little bit more think about when I doing this my teacher said you could do this

I like to change that we can be on our I pads for flex time.

I think that there is nothing I would change.

I don't like that you have to do an assigned project sometimes in school.

More free time on the IPad.

Some of the apps we don't use should be deleted because the just take up space

There is nothing to change.

Nothing

We could use our iPads at indoor recess to complete assignments for school.

Nothing.

One thing I would like to change is that everything is restricted. Sometimes when using a Safe Search Engine and searching something like "interesting facts about Texas" my iPad won't let me in any of the sites. This makes it very hard to get information. However, using an iPad has been a positive experience, and I would like to use my iPad more often.

I think less websites should be restricted and that more apps should be allowed, such as chess apps. You still learn things, and it's not totally playing

Yes I would like to change something and I want to be allowed to go on YouTube but only if teachers assign it and allow us to do it.

I would like to use them a little less and I would also like to do more creative stuff on the iPad.

I would not like anything to change about my iPad because I enjoy the way it is.

No.

We should be able to use them in indoor recess

It's really boring on the I pads let us play fun games

I would like it so you could do more "fun" things.

The part when sometimes it does not load.

There is nothing i want to change about my school i pad.

I would like to change 1 little thing I would like to work paper pencil to some times but I would like to work on the I pad too.

There is nothing that I would like to change about how I use my iPad at school.

I think we should be able to text and FaceTime our classmates if we have questions on homework or projects.

I think we should be more supervised and use the iPads a little better.

I just wish we could have a keyboard because I think it is easier to type.

The only thing that I would like to change about my iPad is that maybe we could do less reading passages and assignments on the iPad and more on a paper.

No

Not really, I really like my iPad how it is.

Maybe we could download some games that are education like sushi train

I would like if they decreased some of the restrictions.

Nope.

Maybe you can use the iPad a tiny bit less and maybe download some fun apps that involves learning and fun games.

Not really, no

Nothing I want to change because stuff you should not be doing is restricted.

2 apps on my iPad are not really school related! Why is there Skype and Pics2Shop?

Elle, fkf

There is nothing I would like to change about having a school iPad.

No there is not.

More time with your iPads.

I would like to make so that we could get 1 free app to do when we are board.

Nah

I don't like using the iPad to write essays because I think that it is a good skill to work on your hand writing and spelling without it being perfect and using auto correct. I also don't like that the iPad is really slow when it comes to using safe search because a lot of good safe sites are restricted.

Ability to download games and watch youtube

I think the teachers should delete more messages in edmodo because sometimes, kids share random things on there like quotes, vacation pictures, pictures of their dog or something, and none of it is really related to school, and if it's the homework, they should write in their assignment notebook more.

I think that we should change a rule to that you HAVE to take your iPad home you can not just leave it at school so you do not forget to bring it to school.

Let kids update but not get games but let's kids update

I wish we could use our iPads more with partners

Not to use them too much. It's bad to sit in a classroom with a bright iPad almost all day. I personally hate bright lights, and it could damage your eyes to stare at a bright. I would

suggest to keep the brightness around low, or not use them a lot if the brightness is high.

Stop dropping it.

I would like to change how many times we use them.

Maybe if you could get a little bit more freedom.

Make the apps glitch less, for the writing make it not delete your work

That we do more things with it

Nope

Yes, for rent to own iPads during summer break they should take out the restrictions because our parents are there to see what we are doing and we can download new apps but delete them when school starts and that we don't delete any school apps.

No. I like using my I-pad this way.

I would like to have a keyboard, because sometimes, when I have to type quickly, it is hard to type on the iPad.

Yes, kids would be allowed to go into the App Store and buy school appropriate games such as Minecraft, flappy bird, and other games.

I think we should be able to play games on it.

I would like to be able to watch YouTube but like videos related to school to help us learn.

There are too many glitches

Not use everything with iPads.

I think that we shouldn't be taking tests on the iPad because some people in my class what they do is when they don't know something on a test they will search it up on Google and find the answer and then get it right. I think that's unfair to me and the other people in the class.

It is kind of unfair that to us, many good sites on my home computer are restricted on this iPad. The sites we use sometimes aren't related to the things we are researching. It felt good in the beginning of the year, but as the year went on, Hopscotch was not considered something we should do and things we liked, like Hoodamath, was outlawed in the classroom. Google searching is one of my worst problems. The searches we use it takes longer to find. A blank search makes it quick so that we can save the little time.

I would want to change that we should be able to change the background.

No, not at all.

I would like to change it so you could download app that are appropriate your self.

Teacher would watch kids with their iPad more

I think that we should go on google because the barracuda still blocks restricted sites and that other search engines don't always find the information that you need.

I would like to change the restrictions on my iPad because it's harder to research. Also I would like to change the cases, it is hard to open them sometimes.

Probably not because it has everything I need.

Nothing

To let us do some fun games once and a while like drawing or cartooning

Nope, there is nothing I want to change about this fascinating iPad.

I wish that I could go on edmodo to talk with classmates like I did in third grade.

There is nothing that I would like to change.

We could be able to get games of our own choice.

I would like there to be homework not to be assigned on the iPad instead I would prefer homework on paper.

Some things I would like to change about the iPad is using too much like during a project the iPad is more fun but it glitches and delete things and sometimes you can't find what you want, also in class we do math problems on white board which is quick and easy but then we used iPads and it took an extra twenty minutes to get iPads ready so it's a really big waste of time. Also on some of the survey questions I both agree and disagree and on the survey quite a few things we do like 2 times a week or 1 time every 2 weeks.

Yes, I would like to change how at school we have our homework on paper and I would like to change the homework on the iPad.

You can't use it on the bus or you can't search on google.

Be able to download own apps.

No.

Maybe get a new case because sometimes it is difficult to put on or take off .

I would like it to have more math and reading games.

For the most part the iPads are really good but I think we should be able to update apps using the App Store so it's more efficient and better.

Having apps we don't need

Yes I think that we should change that students should not be able to use games such as hopscotch and that when the iPads are not being used that person should put it in the bin or something because sometimes students can search up things and the outcome could be something inappropriate. That's what I think.

I would make less of the sites restricted.

That you could have more free time on your iPad and having more choices on apps if you ask and if it's educational

I do not think anything should change because the iPads work perfectly, and we use them for good and important purposes.

I wish we could install our own apps to play on or have all the sites not restricted when I am researching a topic.

No I would like to see it continuing.

I think that maybe we could use our iPads during indoor recess.

More games but not a lot of games.

Use less battery

Be able to play games and install them

Finish this statement: "The best thing about using my iPad at school is..."

We can do more than we used to.

Studying different topics.

I can get work done in a different way.

playing math games making pic collages

That you have something for your not to share

That I don't have to worry about my handwriting.

Doing different games.

Writing stories with my friends.

Playing educational games

that I can play fun games, but at the same time, I can get my homework done.

We get to make really cool projects on iMovie and Keynote.

Doing school work.

It is faster than a diary or flash cards and it is easier to use than other things.

Hopscotch

Work goes faster.

Translate

To learn how to be a digital citizen because we are starting to interact more with electronics

The games

Making presentations on Keynote!

The best thing about using my iPad at school is that the teachers give us fun projects to do on iPads and the special apps make the projects funner and funnier.

I can participate with my fellows pupils and teachers.

We can do presentations and we can make art on it.

The best thing about using my iPad at school is making the presentation because they are just so fun to type and interesting to read about.

Nothing

That we get to use them for about everything.

It helps me complete assignments on time and I can do things on the iPad than on the computer and I don't have to go to the computer lab.

the best thing I like is edmodo becuase our class cann have a disscution ONLINE!

Researching easier.

Making school work fun.

It makes everything more fun

Doing work and learning on it.

Learning from electronics

The ways we can use them for our projects.

Find activities to play.

It is a funner way to learn.

Doing projects on it.

iMovie

Is playing games

Researching things like that animals project.

That working is a lot easier than on paper. The iPad is a folder and a working computer.

Really cool final projects of presentations.

That we get to do Keynote projects for states or other countries.

Working with a partner

using it for recorder karate so you could do recorder tests online.

Staying organized.

Playing math games and doing projects.

All the things we do are fun I like using some more than others but it's fun

Being able to do projects, assignments, etc. online.

The best thing is that there is less paper so less stuff gets lost

That I am more involved in school work, because on an iPad you can be more creative than you can without one.

I can easily get to an electronic when I need one for school.

For my big projects I do in school and the educational games.

Playing quizzes like Kahoots or making projects with Keynote.

The education.

...we can do things like homework faster, and not waste paper.

It is fun and you can do projects on it and talk on Edmodo if you did not get the homework because you were sick or something you could ask for what the homework is.

Free writing stories on Toontastic.

It makes it fun because there are so many options to do things like all the apps for presentations and there also are apps to help learn like all the math apps and I think the iPad is a great learning resource.

Final projects! I can use Keynote, Book Creator, and much much more.

Checking out apps.

When we have free time I go on Hooda Math

The Kahoots

The assignments are easier and not do every thing as paper work.

Easier access to other people.

Being able to play awesome games on hopscotch

Is having fun.

All the creative projects. IT IS SO much easier to research information when you have your own personal I pad. Also it is so muck easier to make projects. You don't need to wait your turn to use a computer or an iPad. I also LOVE having edmodo and soccrative. It is a fun way to learn and to turn in projects.

It makes learning more fun and easyier.

that it is easier to do homework.

That we can go digital instead of wasting paper when we know it's just going it the trash at the very end of the year.

Keynotes

To work with other classmates

I can look up things.

Having fun!

To do math games

Making presentations for school projects like the southeast!

Searching Topics up for school

That I get to play fun games and learn.

I get to play kahoot

doing projects using keynote, I movie, book creater, etc.

Being able to do more things like animations to you schoolwork that you can't do on paper.

Es,s,x,,c,v, v

Getting to interact with friends.

doing book reports.

The best thing is that we have time to use this as a tool to play review games and be creative.

Playing fun apps and working on it.

You get to work on projects

That when we are working on a project in drive with a partner we don't have to be with each other to do the project.

I can go on haiku and look at my homework.

It's that it really encourages students to do there best

That projects are more fun now.

Making projects.

That it is easier to make writing assignments

I get to use technology.

That I love making project on my iPad so using the apps called iMovie, Google drive...

The best thing about my iPad is that I don't have to take nearly as many time tests because I have math apps. Also, I don't have to worry about my books getting wet or lost because I use mostly e-books.

Playing da games!

All the apps.

Getting to be more creative and be able to do many things

Working on fun end of the year projects that are fun. Also getting together with friends in your class.

The best thing about using my iPad at school is doing kahoots.

That we get to have the iPads with our friends and we get to airdrop photos.

Is doing projects on apps like pic collage

Kahoots, and keynotes.

The best thing is if your working on an assignment with your friend if it's on paper you have to take turns writing but on Google drive/Google docs, you can both type at the same time and u can do it at your own desks still working together.

Playing sum dog

Researching things and making iMovies

We get to have fun

I love making projects on my iPad. I like to make iMovies and Keynotes.

The best thing about using my iPad at school is that if we need info or anything else it's just at the touch of a button

iMovie,drawing pad, and some other apps. Other things are fun activities with friends.

That we get to play stuff like kahoots and socrative even though rarely there are some boring topics but it's still fun to see the percentage of the answers everyone picked.

Being able to create more projects.

it is fun, interesting, and awesome.

Learning about new technology.

That we can do projects that take a long time and finish it faster

We make cool stuff.

Having and learning with it.

Doing the fun things and doing assignments on it.

Making presentations.

Having our teachers trust us by letting us use it for any unfinished work. I also like that I got to take things to a new level like book reports on iMovie instead of writing it.

Search sport info

Talking with friends.

The best thing about the iPad's was getting the o use them this year.

When I get to do projects like toontastic or iMovie.

You can research things for projects

That I can be free and use all the apps and be creative but I need to be safe.

Being able to research things quickly.

Making different things like projects,games and just using the iPad.

that I can research things in my iPad without getting out of my seat and go to the computer.

Able to be creative.

Doing projects

Taking tests playing games and just plain having fun

Making prodjects on iMovie so you can have your creativity flow and to show education with out being silly and having fun with it

It is more interesting to use it in school. Some kids do not have their first win electronic at home and do not get to use their parents so they get to experience what it is like to have the n for the whole school year or more.

That you can pick your game

Doing work

Kahoot

Sumdog

Coding on Hopscotch because in my spare time I love to code because it is fun for me, especially when I have wifi so I can see other peoples projects.

It changes how we work and can make it easier.

That there are a lot of easier ways to do an assignment or study for something. We could do an iMovie for a book report! Or we could play kahoot to help us learn about a topic.

What does it mean to be a responsible digital citizen?

It means to not look up inappropriate stuff, not to send people inappropriate stuff, and not say mane stuff about people.

It means that you follow all the rules, and not to do innaproprate thing on your electronic.

Do not send anything mean about someone

It means not to put something inappropriate up be nice to each other not to use it when not supposed to no hacking or taking advantage of some one or something online

To not make fun of people on edmodo or not searching up inappropriate things.

To never be mean online and in social media

It means to not cyberbully and go on safe search sites.

It means to be taking care of your iPad carfully and respectfully with care for it. Also it's to NOT search up inappropriate things that are not school appropriate.

It means to not do random searches, not downloading any apps, never throw your iPad on the ground, never eat with your iPad close to you. I think that 4th grade is doing really good at doing those things but I think the teachers should always keep reminding us that.

To not be a cyber bully. And to use the Internet carefully.

It means you should be responsible of your iPad and use good things on not inappropriate.

To not do anything wrong with the IPad.

Don't be rude to any one and don't say something bad because you could hurt someone's feelings.

To not cyber bully other people and if you don't have something nice to say about someone else's post you should keep in and not say to post it. Also to talk appropriate conversations on online conversation. And if you get a random post from someone you should report it to a teacher or an adult.

Do appropriate things on your iPad Take care of you iPad and your iPad is responsible for you do take. Care of it

Ele,,c,me,fdowlwñwl

It means that you should T.H.I.N.K before posting, and know if what your saying is hurtful.

It means don't download apps without permission. You shouldn't text mean things to other people. It also means don't take pictures of other people unless they give you permission.

Not to tell my password to anybody and not to bully anyone

It means to not say bad things online that can hurt other people's feelings and that you will say things that could warm a persons day

A responsible digital citizen is someone who posts nice and kind things and is not a cyber bully and also stands up to the cyber bully's A responsible digital citizen also thinks before they post.

To THINK before you do something on your iPad that others can see.

It means that I only take pictures of people if they agree to and I never tell any private or personal information.

Do the project or app the teacher wants you to be on. Only do searches on the web using Kidzs search or a safe search. Do not be a cyber bully or make fun of someone.

I use my iPad appropriately and using safe searches to search up appropriate things.

To Think what your posting. H I Nice Kind

To be responsible of your digital things. (And NOT to be a cyberbully).

To respect the rules

To listen to the teachers when they assign you something and don't use it fir bad reasons and inappropriate things.

To not give out your password and personal info

A responsible digital citizen does not try to hack anything. They also don't bully people online. A responsible digital citizen doesn't do anything when he isn't supposed to.

Don't cyber bully people be responsible and nice.

To not look at innapropriate pictures and to only look at appropriate pictures.

Not cyber bulling like saying and being mean to other people and don't search up inappropriate things.

To not put anything on the internet that could hurt someone's feelings and to not serch anything without having promission from an adult.

Not to brake the rules and don't be mean Make ways to stay safe

You do not talk to strangers online, and you are responsible for where you are going online.

To me, it means that you are a kind, responsible, and most of all, **READ BEFORE YOU POST!!**

To be kind to other people on the internet.

That you shouldn't tell anyone what your private information. To be responsible to yourself and others there's.

Don't say mean things on stuff like edmodo To not break rules on the iPad

To use ur I pad responsible and respectful and safe To not bully online.

To not do stuff your not aloud to do and to help people online.also not cyber bullying. It means you are being responsible online,or anywhere on electronics

By never posting anything bad, making sure to not search or look at inappropriate things, being responsible, and working hard on my projects.

To THINK, and not to cyberbully(part of is it kind.)

It means that you you stop cyber bulling and being kind.

It means to follow the rules about using your i pad. You also have to be careful not to drop your i pad and make sure it charged for the next day of school.

To not give out private information on the internet such as your full name, your date of birth, your email, your social security number, and where you live. It also means being nice to other people on the Internet and think before you send a message and that you should not be a cyber bully.

To not send inappropriate things to other student and to not cyber bully online. To think : Is it true Is it hurtful Is it illegal Is it necessary Is it kind.

To only type kind words and to not cyberbully

To make sure that what you post isn't mean, disrespectful, inappropriate or dishonest. Also It means to be respectful online and to be responsible.

To be responsible
and be respectful

Take care of your I
pad

Follow rules that are there to keep you safe.

Handle your iPad with Care

It means to be responsible on the internet, Edmodo, and haiku. It also means not to say inappropriate words online.

Don't cyber bully

Don't be mean to others and send useful information

To not look up inappropriate things, only use your iPad when your teacher allows you to, don't play on your iPad when you're supposed to be doing work, and be careful with your iPad.

To stop cyber bullie when you see it happening. Don't search up inappropriate things.

If you are on a class blog like Edmodo, you can use respectful words, so you don't hurt anyone's feelings. If you are at school, you should use safe search,

To not go on inappropriate websites and be responsible. To also know the difference from private and personal information.

To watch your iPad an do not let anyone use it.

To not do bad things on your Ipad

Not doing bad stuff

It means that you wil not bully people online.

It means to not be mean to friends not to share private or personal informational and to cooperate with your friends so you can work together not solo.

Being a responsible digital citizen means standing up to cyber bullying and befor you post think because you can never take it back so know that.

to go on school appropriate websites and doing things that are not innappropriate on your own.

To not be a cyber bully.

To not break or damage your I pad and make good choices when to search things and make good choices what you type and look up.

Not post mean things, not take pictures of people.

No cyber bullying

Do not go on inappropriate sites or look up inappropriate pictures.

It means to be nice online and not a bully. Also, it means to not give away private information.

That you don't bully people online and you should respect one another online

To be honest and not do anything inappropriate.

It means to: Report something if it is inappropriate Only do things on your iPad that your teacher tells you to Say only positive things on Edmodo, Haiku, etc. Don't be a cyber bully

Only look at appropriate things on your iPad

That you should go on safe search be responsible for you iPad.

To be respectable and don't post things unnecessary

Not cyber-bully and to not give out any of your personal information.

To not say bad words. To not do anything bad. Do not share your personal information.

AND BE RESPECTFUL

To not post any bad things online, or do something you're not supposed to do. It also means to be kind and generous to everyone on the Internet, and treat others the way you want to be treated.

It means to take care of your iPad

Think before you post Help if someone is being bullied I use it wisely Nice Kind

It means that we shouldn't be cyber bullying online and that we shouldn't be doing what is not allowed in school. It reminds us that we should stay safe online and not doing what is dangerous to the school on our iPads.

It means to be respectful to other people on the digital world and not to be rude to people.

Standing up to bullies. Helping people. To help stop bullying. To be a good citizen. To be responsible be making people happy.

Don't post mean stuff and be safe when you go online

Do not bully online and use your iPad responsibly

It means a lot because it is a responsibility of taking care of your iPad and so I want to do the best I can and take care of my iPad.

To be respectful, responsible, and safe. Not looking up inappropriate things believing stuff people put. Not putting up things that are not true and putting inappropriate stuff.

Not to search online for not school related.

To be a responsible digital citizen it means be kind on chats, think about what you are saying, don't tell private information about yourself or anyone else, and think about what you searching is it appropriate or not.

It means not doing inappropriate things on your iPad and using the freedom that you have wisely.

It means to follow the iPad do's and iPad don't's. To use safe search. No cyber bullying.

Think if your post is kind and helpful. Be appropriate with your iPad. Use safe search sites.

It means to not say or do any mean or inappropriate things on a device

It means that you don't post anything mean online. It also means that you use it appropriately.

A responsible digital citizen is responsible and does not talk in bad language or treat people

unfairly. A responsible digital citizen only uses kind words and only uses the internet when they really need to.

It means being respectful, responsible and not being inappropriate.

To be a responsible digital citizen you stay on appropriate websites and use the safe search to look up facts and pictures. Another way to be a responsible digital citizen is when you are kind to others when communicating with them on edmodo or any other app. You also need to take responsibility for your iPad if something happens to it. That is what it means to be a responsible digital citizen.

To not take somebody's personal information or to not bully or take advantage over people online.

It means to have responsibility and to be respectful to other on the internet. Using a safe search to make sure nothing inappropriate comes up is a good example.

To never search anything up not on kids search, no cyber bullying, be respectful, no personal info

It means that you go online and if you don't agree with something right away you don't make a rude comment. Also if you see something inappropriate then close out of it right away and depending on the picture or comment report it. Also if you see a rude comment then report it.

Like to stick up to cyber bullying and not to be rude on the internet and not to be a cyber bully

It means not to write something mean and post it or be nice to all of your friends, and think before you speak.

It means to never give your password away be respectful to other people online

It means to follow all the rules for using our iPads and being responsible for what we are doing on them.

T H I N K

To be a responsible digital citizen means to only post appropriate posts and not to bully people online, it also means to be responsible and respectful.

To not post any bad words online and to stand up for someone.

What it means to be a responsible a citizen is that you have to not lose your iPad and charge it everyday and don't forget to bring it to school.

It means to be organized, prepared, and to post positive things not negative things like swears.

To respect the iPad

Take care of your iPad and cleaning it when it is dirty and keeping it safe.

To be responsible

It means to be nice, respectful and careful online!

Being nice to people and respectful.

It means to respect the laws of the Internet and not go on bad sites.

It means to be a digital Citizen is not don't give your passwords

It means to be someone that takes care of his or her device. She or he would charge it and take care of it. Also they would take good care of it and wouldn't leave it in a car or throw it

on the ground. They would clean it and would use it for only appropriate things.

To take care of your iPad don't let other people but you touch it.

It means to not bully online and not to do inappropriate stuff online.

It means to not use your I pad inappropriately like not playing games on it when your teacher told you not to.

To do appropriate things on your I pad

You can't cyber bully, you can't sure personal information online, and you can't look up inappropriate things.

It means to not be looking at sites your not supposed to be looking at and not doing things at the wrong time.

Become great citizen

To keep private information private, control your time online, send nice posts

It means to not go on inappropriate sites and to not do mean things online.

That I won't be a cyberbully and not be mean to anyone online

It means to not be mean not follows rules on the I pad not give privet info.

It means to be responsible for your own deeds on the iPad.

It means to report any bad pictures, words, or websites online to an adult right away and to be responsible for your online actions.

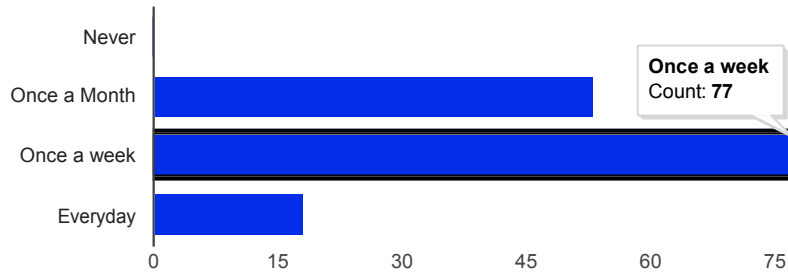
To be respectful to people and websites and be Careful with it

To not cyber bully type mean things and be disrespectful.

148 responses

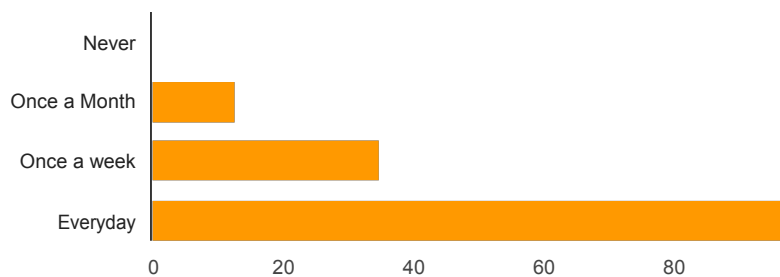
Summary

Work on a project with a classmate? [How often do you use your 1:1 iPad in school to do each of the following:]



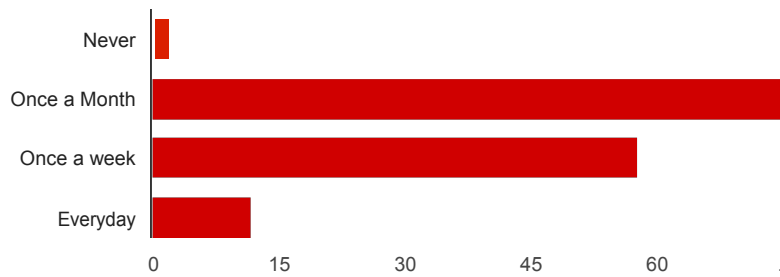
| | | |
|--------------|-----------|-------|
| Never | 0 | 0% |
| Once a Month | 53 | 35.8% |
| Once a week | 77 | 52% |
| Everyday | 18 | 12.2% |

Do research or search online for something? [How often do you use your 1:1 iPad in school to do each of the following:]



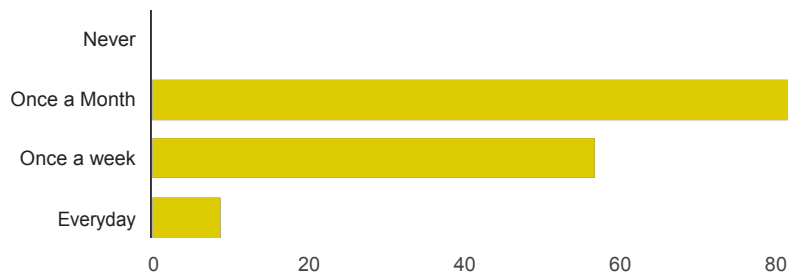
| | | |
|--------------|-----------|-------|
| Never | 2 | 1.4% |
| Once a Month | 13 | 8.8% |
| Once a week | 35 | 23.6% |
| Everyday | 98 | 66.2% |

Create drafts of a writing piece? [How often do you use your 1:1 iPad in school to do each of the following:]



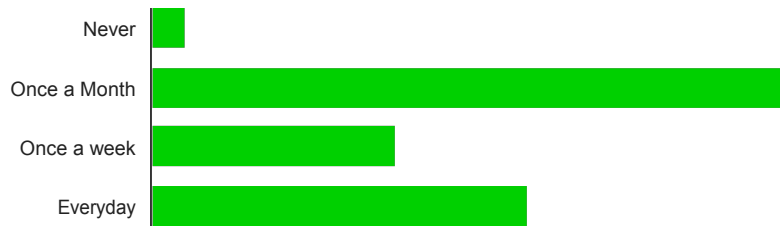
| | | |
|--------------|-----------|-------|
| Never | 2 | 1.4% |
| Once a Month | 76 | 51.4% |
| Once a week | 58 | 39.2% |
| Everyday | 12 | 8.1% |

Create a presentation or final project [How often do you use your 1:1 iPad in school to do each of the following:]



| | | |
|--------------|-----------|-------|
| Never | 0 | 0% |
| Once a Month | 82 | 55.4% |
| Once a week | 57 | 38.5% |
| Everyday | 9 | 6.1% |

Participate in online class discussions for example Padlet or Haiku, ? [How often do you use your 1:1 iPad in school to do each of the following:]



| | | |
|--------------|-----------|-------|
| Never | 4 | 2.7% |
| Once a Month | 73 | 49.3% |
| Once a week | 28 | 18.9% |
| Everyday | 43 | 29.1% |

Having an iPad helps keep me organized. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-------|
| Agree | 131 | 88.5% |
| Disagree | 17 | 11.5% |

Schoolwork has been more interesting since I started using my 1:1 iPad. [Do you agree or disagree with the following statement?]



| | | |
|----------|------------|-----|
| Agree | 114 | 77% |
| Disagree | 34 | 23% |

I am more involved in school when I use my iPad. [Do you agree or disagree with the following statement?]



| | | |
|----------|-----------|-------|
| Agree | 97 | 65.5% |
| Disagree | 51 | 34.5% |

The quality of my school work has improved since I started using my 1:1 iPad. [Do you agree or disagree with the following statement?]



Agree **100** 67.6%
Disagree **48** 32.4%

Using an iPad at school has been a positive experience. [Do you agree or disagree with the following statement?]



Agree **133** 89.9%
Disagree **15** 10.1%

Working with classmates in school is easier and more fun with an iPad. [Do you agree or disagree with the following statement?]

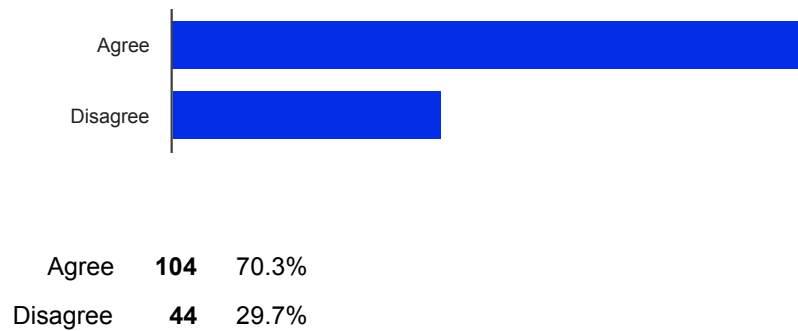


Agree **123** 83.1%
Disagree **25** 16.9%

I can be more creative in school when I use an iPad. [Do you agree or disagree with the following statement?]



My iPad has helped me complete my assignments on time. [Do you agree or disagree with the following statement?]



These are the things I like to do with my iPad at school...

Group projects and e.t.c

Google and learn new, cool stuff

I like to use notability to do math problems.

Use google docs.

Use notability, use online math sites, haiku and skyward

I like using Notability for all of my school work and using my iPad for my online math book.

Learn

I like how we don't have to use computers to check our emails and we can use our iPads.

Go on Haiku, do homework

I like to write essays on it because it is way easier I also like to draw on it when I use examples

I like to do assignments on my iPad with Notability, as much as I can. Also, I like to read online books when I have free time. Also, I like how I can use the dictionary and tools like that without having to get it physically when I need it.

I like to check my homework because the iPad is more portable than a big laptop.

I like to do projects and presentations on my iPad.

Draw, take notes, and do homework

Be able to create posters.

Not use them, they are useful for something's, but they just glitch to much.

Create presentation Play vocab game Play math games Check grades

Play educational games and look up needed information.

Nothing

•take notes •use notability •type papers •Haiku •DG and DLR

use notability

work on projects, research

Play online games

Type papers

Are making projects, typing in things, and notability.

I like to search up things, and prove my friends wrong in a argument.

I like to use notability, and use the camera to take pictures of the lessons we learn in school. Also, I like to use it to access haiku quickly.

Presentations, documents.

I like to use my iPad to do my class work. I also use it now for just about every activity. I like to use my iPad to create presentations and type essays, because it makes it much easier.

I love to create stories with my friends on Google docs on my iPad. I think it is a great way to work together since iPads are very portable.

Work on projects with partners, and do class work.

I like to be able to search things online. I also like to be able to listen to music.

NA

I use notability everyday every class for things like notes, and worksheets. I research things on the iPad, use the calculator, take picture, use different app, get to haiku, and tons of other stuff. I also use google drive to type.

?

Do anything that will entertain me when there's nothing to do.

Create presentations Draw in notability Reasearch Group projects Play music when I do homework Set reminders for homework

Research

My homework, research, and create presentations on multiple apps.

Presentations

I like to make presentations and do labs and schoolwork on the iPad.

Write down notes

Do projects/presentations.

Such as homework and working on projects.

I like to research information with my iPad and I also like to do some projects on my iPad

since it is cooler.

Work on presentations with my classmates, look up something online if I am not sure of something.

I type Essays, work on presentations, search for content, do online homework, find teachers links, signup for activities, check my grades, and contact teachers

Talk with student

I like to explore the different applications we use for projects.

I like to do my homework on Notability because it is easier to customize and add text, images, and more.

The way we can research

Make presentations

I like being able to type instead of writing since it's more efficient. It's also a better way to access homework, since sometimes there is no time for laptop use

I don't really like ipads i would rather have a laptop.

Look u research online

Homework, assignments, test, quizzes

Research things and watch videos.

The things that I like to do with my iPad is use notability,

1) work on projects 2) research

• Make presentations • Do research

One thing I like to do with my school ipad is do projects on them.

I like to take notes and write papers.

I like to play school related games

I like doing my work on my iPad.

I like to research and do homework.

Projects, discussions, homework, Read, and Share

Work on projects with friends

Research, work

Projects and I like taking note.

Take notes

Research and apps

I like to read on my iPad and do projects

Not really anything...

Nothing...

-use it for homework -create presentations

Research, making presentation, etc.

I like to create presentations and iMovies for fun with my iPad and for schoolwork. It is

easy, fast, and creative.

Work on projects with classmates

I like to use notability and be able to type and write but it is all very easy to use. I also like how I don't have to carry around a bunch of paper and binders.

Use Haiku. Do surveys. I like using Notability.

Draw on notability

I would like to use my iPad for all of my homework and other things.

Find information.

I do math homework with my iPad

look up things take notes

1. Work on essays, projects, and researches with I-pad 2. Haiku is helpful 3. Reading books or articles in I pad 4. Emailing with teachers for questions.

Math homework, school work in class, all homework.

I like to do all my notes on Notability, which helps keep them organized and easy to access. It is also easy to search anything online for research projects, and apps like Google Docs are helpful in ELA.

•Email Friends •Surf the Web •Do Homework

Have more freedom on searching things up less restrictions Can download games-for home

Take notes

I like that if I need to go online to do an assignment, I don't have to wait to get to my house to use Internet, I can just go on my iPad.

Presentations

I like to use apps to take notes or work on projects.

Nothing just what the teacher said me to do

I usually like to do all my homework on the IPad because it's much more easier and I can be organized.

I like to take my notes on my I pad for science, social studies, and ELA. I Also like in class when we use resources from haiku.

I like to interact with other people when I'm working on projects.

I like to use my iPad to make presentations and check Haiku.

Pic collage

More projects, homework assignments, and notes.

Take notes, research, type, download PDFs, and do homework.

Do presentations, write drafts, look at websites.

I like to watch YouTube on my iPad after I'm done with my homework

I like to take notes, do projects, and research things in the internet.

All of it.

Go on haiku to check my homework

I can ask teachers questions by email without having to wait to go home and then login and send an email.

Work on homework Type stories Draw

I do projects and presentations on my iPad.

I would like to have more homework on iPads

presentations and make test easy to take and you could copy stuff

I like to read an E-book

I like to do work on Notability, and the Parcc test was a lot easier.

Use them to do partner presentations

Notability Homework School work

Work on group presentations

- research - educational games - haiku - writing drafts - projects - presentations

Turn in assignments, work on assignments, do fun activities, do Kahoots, make presentations and projects, take pictures for projects, make Pic Collages, use Haiku.

Work on projects, do homework, etc.

Is download games and keeping the ipad

Make presentations Organize my work

Figure out things faster because, before I had to look around but now we have Google.

- projects - read

Research Make Google docs more faster Doing homework

Use it to do work and dl presentations on it

Work on homework and air playing(faster)

Use the Ipad for presentations that we have to complete.

Make more pic collages for school projects

I like to read and do projects on my iPad

More projects in which you can put online pictures to make the presentation seem more interesting. Maybe more educational games?

Look up interesting facts on Safari and watch soccer.

I really like working on group projects on the iPad. I also like using Kahoot with the entire class.

I like to type up everything with my iPad.

I like being able to do things easier, and quicker.

I like to use notability, use my keyboard for faster work, and look at it on the bus.

Do homework.

I like to work on group projects and presentations.

I like to read on ESPN and play math games.

I do my homework, class work, and projects on my iPad.

I use it in almost every class. I right down my homework in the "reminders" app.

1) Do projects 2) Do research 3) Do class work

-Homework -Use Notability to take notes

I like to enter my homework in a homework app.

Is there something that you would like to change about how you use your iPad at school?

I wish we could customize our iPads more, in terms of cases and material on the iPad. The Internet is really really really really restricted and I wish I could access a lot more articles. I usually have to go on a desktop to research a project. I also wish we could use it for all homework, in terms of worksheets.

I would like to make people stop watching YouTube during class

no

I wish that many websites are unrestricted, because we can't get in a website that may help in homework or projects.

Not use them

They should restrict that many websites, they restrict research articles and once even the DW home page.

i don't want to use iPads for tests.

We should be aloud to download apps.

Unrestricted websites. Web filters are way too general. Good websites are sometimes restricted

Yes, the PARCC testing has to have less errors because it takes up too much time.

No, there isn't anything I would change.

No

I'd like to change how many restricted sites there are.

To get a better case

I want to be able to download apps.

I would not like to change anything on the iPad except for the fact that we cannot download games.

Not as many restrictions only on inappropriate stuff and iMessage shouldn't be restricted because it is easier to find out homework because it alerts them and email doesn't.

I think I the only thing I would change is to update my calendar app often with projects that are due, homework, or important events.

I would change that we only use them once a week or something because I think we use electronics too much in school

I would like to change how many things are blocked.

Nothing

Take out restrictions

No, but maybe allow us to have are own cases.

I don't think I would change anything.

Using it for tests

i would like to be able to have a choice on certain assignments to use paper, or the iPad

Able to download games

Not really, just how much time we get to spend on it.

No, there isn't.

I wish there would be less restrictions, and that it didn't delete some apps without notice.

Fix some of the restrictions that are on safari.

No I think everything we do is allowed on the iPad.

We should be able to listen to music

Less restrictions

Have less restricted websites

There are a lot of glitches.

NA

Turning stuff in

Having games on them Better haiku

No.

I wouldn't want to change how I use my iPad at school.

Not use it

you could download stuff

Fix restrictions on school related sites.

Less online restrictions for no reason

- take notes - all homework on iPad

I wish my math textbook wasn't restricted

Not as many restricted sites for research

I would like them to be more interactive apps.

I wish everyone would have a keyboard to make the work a lot faster.

No, the school iPads are fine as they are.

No I thinks it's fine the way it is

I would like to use it less often.

Less sites should be restricted.

I would like to keep doing what I was doing with the iPad, but with less restrictions.

I would like to change how many restrictions we have on websites.

1) less restrictions 2) more often in ELA

More apps that allow you to be creative.

Get better apps for studying

Have keyboards for the entire year

I would use it more.

- nothing

Restrictions on safari

No

i would like less restrictions on the iPad so I could research more effectively.

take off the restrictions. Sometimes you can't get on websites I would like.

When taking test, I would like to take a test on paper, not iPad

I would like to have there be less restrictions. Also, I would like to be able to download more apps on my own.

Make the case different

no

More things to do

I would change the time we use them because I think we use it to much.

No, not really

Not use it for everything

Nope

I would use it more often and kind of try to eliminate paper

Not really, but maybe we should be allowed to download games on our own.

I want students to be allowed to download games on their school iPads.

Don't just use the iPads to do projects.

Not having them at all.

yes to make sure who is playing games

No, I don't.

Make some websites unrestricted.

Not get in trouble for no chrage

I'd like to unrestrict Wikipedia and other helpful websites that were restricted.

There are some apps we don't use as much, but I enjoy using theses apps, such as iMovie, Prezi, and Movenote.

Let Us add games that are ages 0-12. Plz

Less restrictive sites. It would make it easier to do work.

Do limit so much of the I pad the high school kids are allowed to download games and they didn't even pay for the ipads

I would like to change all of the notes to paper.

All I would like to change is for the iPad to not download slowly or not work when logging in

apps or on to the iPad.

I wish we could make it so we don't use it al, the time or most of the time because I feel we use the iPads way too much.

I don't like that too many websites are restricted and students should be able to use them.

Allow games.

Maybe use the iPad for more fun things or maybe limit using the electronic because we shouldn't use it all the time.

The restrictions that come up The app limit

I want less restrictions on websites. Many sites and restricted and some of them I need to use.

I wish we could have games on our iPad. I think the students would be responsible about when the y play the games, and then in free time we would have something to do.

If I turn in a project on my iPad wrong it is usually counted late and I have to talk to one of my teachers at least once a week🙄

There is nothing I would change.

No I woudnt

Maybe put a little less restrictions because those glitch the IPads a lot of the times.

There is nothing I would change about how I use my ipad at school.

Yes I would like to be able to download anything I want on my iPad.

Less restrictive website's.

I think teachers should be more aware that some students have game apps.

I wish we could install music or books to read and download some different apps with a teacher's approval.

I think internet restrictions and the case have to go.

Unrestrict websites that shouldn't be restricted.

Not having it at all...

We should be allowed games

able to download our own apps

There is nothing I would change.

NOT AS MUCH

I would like a keyboard case. That would make life so much easier.

There isn't much things I would like to change.

I would like if we void download certain games.

Not have all those apps we don't need

Less restrictions so we can play games

I would like less restrictions on websites to be able to research better.

I would like to use all the apps on our ipads. We never used a lot of our apps.

Not really, but it would be really awesome if all we needed in 7th grade was our ipad, because it would be a lot easier and more organized.

I would like to be able to download our own apps on our iPads.

Be Able to have a few games

To be able to getapps.

I would like regular tests instead of glithcy haiku tests.

I would like to see more projects on paper and not on the iPad.

I would like the school to not block some of the websites like encyclopedias and vocabulary websites because these can be useful.

Finish this statement: "The best thing about using our iPads at school is..."

It's easiler to make a essay.

Notability

Having everything you need on a single device.

It is cool to use it.

Doing class work and homework is easier

Being able to do group projects wherever I am.

The best thing about using our iPad in school is nothing really, when we ar not using it...

The fun activaties .

Efficiency

Working with friends

We don't have to go to the computer lab for research

Using homework and school work in a new way.

Using them to complete assignments on a regular basis.

It is fun.

It is the lots of ways to customize it.

Typing drafts and final drafts.

Being able to work together with people not in the same room.

it saves time by allowing me not do the work on paper.

that we have many choices on how to do what we need to do.

Getting to work on Google presentations

Being able to look at our grades

It keeps me organized and able to work efficiently.

Being able to share things with other people

Using it for homework and using it for questions that I don't understand. I also like to do research on it.

the best thing about using our IPads at school is that I don't have to have a lot of papers in

my binders,

That there are more opportunities.

The bet thing is that you don't have to carry all your heavy books

Better understanding of concepts.

That I can't lose any of my documents because they are all on notability.

The efficiency, instead of using textbooks.

We can use lots of apps to make presentations and keep notes. We can also easily share pictures, documents, or presentations when we need to.

having access to a lot of apps that are I can only access on a computer,

do work

It helps me with my schoolwork.

Doing projects about it and also doing research

Being able to work on it with anyone at anytime, anywhere. This is very convenient.

It is easy

Having to use online resources to find info and data.

The easy accessibility of turning in assignments and not having papers that are easy to lose.

we can have fun doing projects with our friends and we can be organized when doing our homework.

How creative you get to be using all the different apps for presentations, or assignments.

Working with other people.

being able to google things we dont know

That It is much easier and faster to work and turn in homework.

it is easy and efficient

The satisfaction of having technology.

That we can use them to do many things that help us with school.

That we don't have to write everything out

Being more organized.

Having all of our school suff in one spot. It keeps me very organized.

The best thing about using our I pad is that we can check homework with the iPad, and we can ask teachers or friends about homework or projects

Putting them away. I liked the idea, it just didn't work out.

Being organized.

Haiku

The best thing about using iPads at school is the fact that creating presentations is very easy.

That we can use different tools

the different projects we work on

doing work and not losing stuff.

Being able to use my I pad

I am able to stay much more organized with my iPad.

It's helps keep me organized and helps me get my homework done faster

That we can work on projects on the iPad instead of only having three computers al the students have to share.

The best is doing projects with our ipad

that I don't need to bring so many papers.

That I have something easy to work with in reach so I can do my work, check my grades, and contact my teachers.

having everything in one area.

The best things about using our iPads at school is that we can interact with each other more when we work on the iPads.

it makes it easier to find information

Being able to turn in work faster, be more organized, and be more interactive in learning,

The best thing about using our iPads at school is its easy to work on a project together.

Is the experience with technology

The best thing about using our iPads at school is taking notes on Notability.

More resources

Working on projects.

You can work with a partner on projects.

to play online games.

Making projects and sharing docs

Doing everything on thier.

The organization

The verity of ways to do work and take notes

How faster can find info.

Able to make projects on my iPad like flowVella.

Haiku

That it is a lot easier to get work done o time.

It makes work so much more easier and efficient.

learning new stuff at the Palm of your hands, and creating cool things that I am interested in.

Group projects

That it is easy to edit what you did.

Better organized

Small and compact

Having thing not losing them

The best thing about using our iPads at school is having notability.

that you could have as many copys then just one

I can have everything Imneed in a portable device and can find things easily.

That we can use them everyday and they help us learn and work.

You get to work classmates more.

we get updates about when assignments are due, so they are never late.

doing work easily and quickly.

Typing

that it makes doing homework more efficient and interesting.

It helps me keep me more organized and much easier to do my schoolwork.

That you can be more creative.

That everything is organized.

Research things

Working on presentations

The best thing about using our iPads at school is that we can draw a picture of what we want and type but it is very easy to change.

Using it for projects

Class work is quicker.

Do research is easy

I can share more with my friends.

It is easier for school work and more organized since everyone can have their own iPad.

The fact that we can easily import things into apps so work is faster and easier.

That we are more interactive with our work.

Working on things, and having our own device.

I like being able to work on a project with my friends using 2 iPads.

You can connect with friends online discussions

Doing projects on the iPad because it's more fun and organized.

We get to try new online opportunities.

Being creative while doing projects

Having another research tool

I can use spellcheck Accses online resources easier

that we can have all our books and work on it

Getting to do Kahoot.it on my iPad.

To use haiku to get homework and check my grades.

That my work is easier to finish and turn in. The quality of my work has also improved.

The best thing about using our iPads at school is keeping everything organized and saving paper rather than wasting it.

Nothing. I dont have mine!

Being able to use notability to have notes with drawings, and pictures.

That you can always keep organized with the cloud. Instead of papers that you can loose, you have files.

That we don't cary heavy books

Getting to access Haiku without a computer

The best thing about using our iPads at school is that it saves trees and trees are important to support life on earth.

we can interact with technology more and learn at school in a new way.

That I can be organized.

Creativity

To use notability.

the best thing about using our school iPads at school is getting to use them

That we can communicate and work on projects.

We get to use them to make projects and presentations, without having to go to the lab every time.

Watching videos for school like when we did that in scince.

What does it mean to be a responsible digital citizen?

Very cool

Treat your I pad right.

Don't bully, b respectful

To not use technology for bad purposes.

Don't use

It means to be safe online, and to know what is correct to do online and what is not.

To be safe and responsible online and don't talk to strangers online

Protect your online identity

Awesome!

Don't use the internet to do things you wouldn't do in person. Don't say things you wouldn't say to someone's face.

To be responsible on social media

Doesn't bully online

To be respectful

To care about each other.

It means to behave good in digital or something

to charge your iPad every night, to not play around with it and throw it anywhere , and to keep an open eye making sure no one breaks your iPad

Do what you r suppose to do on your iPad

To be responsible with the previliges.

Follow the rules

to only use iPads for school

Be a responsible student on the Internet

It means that you are responsible for the things you do on a digital device

To not be a cyber bully

To be safe online by helping yourself and other to be safe

To not leave and big digital footprint and be kind in line/ no cyber bullying.

Use your electronics for good things that can help you or others.

Be kind

Do not cyber bully

Means you be responsible and chose good choices on the Internet and be kind to others and nothing inappropriate

To take care of your iPad and to use it wisely.

to respect other people

Use your technology right

To be a responsible digital citizen is to be careful of what you do or say online and what you look at online. To be responsible is to do what you are supposed to be doing and get it done on time.

To choose what is appropriate and inappropriate

To not give personal info and to keep you online self safe

Nice respectful and responsible

being careful on the internet.

It means to keep your device charged and use it only when you need it.

To respect other people digitally

You need to be respectful of other students using the Internet and you shouldn't abuse the use of it.

To help the community and not be a bully online

To work in appropriate stuff with the iPad or tablets.

i don't know

To be thoughtful about the iPads.

It means to do the right things on your device.

To use my ipad responsibly.

Treat the iPad like it is yours

Idk

monitoring what you say

Is to be what you are supposed to be doing on iPads

Be nice

not give out personal information, be nice

Don't cyber bully

To think before you do

To follow all directions on the iPads

It means to be respectful with your electronics, and to respect people in the digital world.

Not be mean with them

Not to bully anyone and be responsible in what you look up.

Be honest

responsible

Respecting everyone with the way u use your digital electronics

Be controlled online.

Respect your self and other people

To be safe and responsible online.

Do things as you are told with your iPad, and to say responsible things while your online.

It means keep track of your things, be cool.

To be nice to everybody online

To not give out personal information and not fall for Internet scams.

Repect others in the digital world

To use technology in the right manner

I do not know what this mean

don't give away your personal information

To not cryber bully and only use technology for appropriate things

Completing your work on time which I do

To be safe online and not be offensive

To only go on trusted sites, don't let out personal information.

It means that we can be more organized when doing things on our iPad so it can be much easier.

It means to use your apps correctly and no

Accomplished

Use the iPad responsibly

To use you device responsibly

It means to be a good citizen by using the IPad

To use your technology wisley, and to use your

iPad appropriately No cyberbullying

To be respectful to other people online.

Don't be bully

Don't do things your not suppose to.

It means that you should know what you are doing and be nice. Don't be mean.

What it means to be a responsible digital citizen is to not make rude comments on videos/photos.

It means to have responsibilities on the internet and to use it wisel.

Do the right things with your device.

It means to respect everyone and everything you do online.

To be Responsible on what you do with IPads.

Use your iPad appropriate,y

It means to follow the rules

It means to use your apps correctly and nit do inappropriate things.

use your I pad responsibly

Nice

Not doing bad things on the iPad

To not cyber bully

To use your device in an appropriate way.

To be responsible on the Internet.

Do not cyber bully people

A good digital citizen does not cyber bully.

To be respectful of the policy

It means a lot because you are trusted with something really expensive

It means to be able to stay on task.

Be good

To use the website safely, and be responsible with the iPad?

It means that you are nice and kind to people on the internet. You think before you do actions online.

To respect the ability of having technology, and using this power wisel.

to follow the rules with the iPad

Be responsible with the privilege of electronics

It means that you do what you are told and don't fool around.

It means to be polite and safe online

Don't do any bad things on your iPad.

To not tell people your info

It means to be aware ands,art about how you use your iPad.

Respect they privileges you have

It means being kind to people on the Internet and not abusing the freedom given to you.

Not cyber bully

To follow rules

Not to play games and take notes when you are supposed to.

People trust you with your choices that you make good or bad.

Smart

It means to be respectful and careful with your iPad and to others.

See my other 2 surveys; it hasn't changed

To follow directions

Not cyberbully

It means that you use electronics the right way.

To not post things you shouldn't

It means that you are respectful and responsible on the Internet.

Be respectful on the iPad and responsible

Know how to be appropriate online and how to be respectful

Be kind to everyone and don't give your personal things to people on the Internet.

It means to do the right thing on the Internet



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MEMO

To: Board of Education
From: Dan Stanley
CC: Dr. Scott Warren
Date: August 25, 2015
Re: Business Office Update

June 2015 Financial Reports

June revenues totaled \$13,637,602.13, bringing year-end revenues to \$30,922,442.44 or 100.8% of budget. This is as anticipated. Revenues of note include nearly \$13 million in property taxes, \$46,000 in Full Day Kindergarten fees, \$42,700 in technology fees (primarily 1:1), \$60,760 in textbook fees, \$20,723 in facility rental fees, and \$390,000 in payments from other districts for the Guided Program.

June expenditures totaled \$2,777,925.04, bringing year-end expenditures to \$28,963,657.35 or 96.7% of budget. At 100% through the fiscal year, salaries and benefits (79% of our budget) are 97.8% spent. This results in \$972,941.65 difference between budget and expenditures, which we have been trending towards.

As revenues exceeded expenditures by nearly \$11 million in June, the funds balances increased to \$23.1 million.

July 2015 Financial Reports

July revenues totaled \$707,589.69, bringing fiscal year-to-date revenues to \$707,589.69 (after all, it is the first month of the fiscal year) or 2.3% of budget. This is normal in the flow of revenues. In fact, this time last year we were at 1.2% of budget. Notable revenues include \$217,000 in property taxes, \$18,800 in CPPRT, \$81,000 in FDK fees, \$10,000 in impact fees, \$23,500 in payments from other school district's for the Guided Program, and \$253,000 in State quarterly payments for Special Education and Transportation.

July expenditures totaled \$3,280,770.58 (the highest month this fiscal year), bringing year-to-date expenditures to \$3,280,770.58 or 10.7% of budget. There are several annual payments made in July for various purchased services including leases and service agreements that cause a spike in July. Also were nearly \$370,000 in ERO payments. At 8.3% of the way through the fiscal year, salaries and benefits (79% of our budget) are 8.9% spent. This includes the ERO payment as it is classified as a benefit. Salaries are at 7.6% spent.

July fund balances decreased \$2.5 million to \$20.6 million.

June 2015 Investment Reports

The weighted yield increased from 0.972% in June to 1.085% in July (but still down from our high of 1.260 in May). \$1.7 million was invested in some shorter-term investments at fairly low rates (0.10-0.14%). We were able to place a 5-year CD with Fifth Third bank at a yield of 2.25%, the highest rate I've seen in a while.

As we have now officially completed a full year of showing our investments this way, I thought it would be helpful to see where we are now as opposed to a year ago. There are three reports that show maturity dates, interest rates, and weighted yields comparing July 2014 to July 2015. The maturity dates chart shows (apart from the lower chunk of investments "moving over" a year) a larger range and "fill" of maturity dates over the next five years. I intend to keep working towards filling these as this helps us access better yields. The interest rates chart shows that we are moving towards higher and higher rates when possible. Finally, the weighted yield chart shows the hefty difference in yield we have been able to attain. The gap certainly lowers in June and July when a flood of property taxes come in to be invested in the short term at very low rates (which drag down the weighted yield). All of this has helped us to go from \$25,607.40 in interest income in FY 14 to \$56,005.35 in interest income in FY 15. We are working on even more interest in FY 16.

Audit Scheduled

The audit has been scheduled for August 19th and is currently underway as this is being written.

TRS Report Filed

One of the larger reports we are required to file is the TRS Annual Report, due August 15th. It was filed before the deadline.

Transportation Report Filed

Another large report that allows us access to State funds for transportation was filed this month as well, before the August 17th deadline.

Revenue Report

6/30/2015

% of Fiscal Year Completed **100.0%**

| | MTD Jun | YTD Actual | Fiscal Year 2015 Adopted Budget | Budget Balance | % Budget Received |
|--|------------|---------------|------------------------------------|-------------------|----------------------|
|--|------------|---------------|------------------------------------|-------------------|----------------------|

Education Fund

| | | | | | |
|--------------------------------|----------------------|----------------------|-------------------|---------------------|---------------|
| Local Revenue | 11,186,291.85 | 24,381,713.25 | 24,196,000 | (185,713.25) | 100.8% |
| State Revenue | 1,072.00 | 638,724.14 | 673,500 | 34,775.86 | 94.8% |
| Federal Revenue | 8,061.94 | 184,770.86 | 165,500 | (19,270.86) | 111.6% |
| Subtotal Education Fund | 11,195,425.79 | 25,205,208.25 | 25,035,000 | (170,208.25) | 100.7% |
| Total Education Fund | 11,195,425.79 | 25,205,208.25 | 25,035,000 | (170,208.25) | 100.7% |

Operations & Maintenance Fund

| | | | | | |
|--------------------------------|---------------------|---------------------|------------------|--------------------|---------------|
| Local Revenue | 1,089,084.02 | 2,487,023.08 | 2,410,600 | (76,423.08) | 103.2% |
| State Revenue | 27,409.36 | 386,788.38 | 370,000 | (16,788.38) | 104.5% |
| Subtotal O & M Fund | 1,116,493.38 | 2,873,811.46 | 2,780,600 | (93,211.46) | 103.4% |
| Transfers | 1,064.04 | 1,064.04 | - | (1,064.04) | No Bud |
| Total O&M Fund | 1,117,557.42 | 2,874,875.50 | 2,780,600 | (94,275.50) | 103.4% |

Debt Service Fund

| | | | | | |
|-----------------------------------|-------------------|-------------------|----------------|-----------------|--------------|
| Local Revenue | 156,509.64 | 166,711.09 | 170,000 | 3,288.91 | 98.1% |
| Subtotal Debt Service Fund | 156,509.64 | 166,711.09 | 170,000 | 3,288.91 | 98.1% |
| Transfers | 664,053.63 | 670,029.79 | 413,435 | (256,594.79) | 0.0% |
| Total Debt Service Fund | 820,563.27 | 836,740.88 | 583,435 | (253,305.88) | 143.4% |

Transportation Fund

| | | | | | |
|-------------------------------------|-------------------|---------------------|------------------|--------------------|---------------|
| Local Revenue | 649,475.04 | 1,452,704.51 | 1,430,800 | (21,904.51) | 101.5% |
| State Revenue | - | 375,287.55 | 384,000 | 8,712.45 | 97.7% |
| Subtotal Transportation Fund | 649,475.04 | 1,827,992.06 | 1,814,800 | (13,192.06) | 100.7% |
| Total Transportation Fund | 649,475.04 | 1,827,992.06 | 1,814,800 | (13,192.06) | 100.7% |

Retirement Fund

| | | | | | |
|---------------------------------|-------------------|-------------------|----------------|--------------------|---------------|
| Local Revenue | 518,711.49 | 847,655.54 | 833,600 | (14,055.54) | 101.7% |
| Subtotal Retirement Fund | 518,711.49 | 847,655.54 | 833,600 | (14,055.54) | 101.7% |
| Total Retirement Fund | 518,711.49 | 847,655.54 | 833,600 | (14,055.54) | 101.7% |

Capital Projects Fund

| | | | | | |
|------------------------------------|----------|----------|---------------|------------------|-------------|
| Local Revenue | - | - | 50,000 | 50,000.00 | 0.0% |
| Subtotal Cap. Projects Fund | - | - | 50,000 | 50,000.00 | 0.0% |
| Transfers | - | - | - | - | No Bud |
| Total Cap. Projects Fund | - | - | 50,000 | 50,000.00 | 0.0% |

Working Cash Fund

| | | | | | |
|-----------------------------------|---------------|-----------------|----------|-------------------|---------------|
| Local Revenue | 986.79 | 1,064.04 | - | (1,064.04) | No Bud |
| Subtotal Working Cash Fund | 986.79 | 1,064.04 | - | (1,064.04) | No Bud |
| Total Working Cash Fund | 986.79 | 1,064.04 | - | (1,064.04) | No Bud |

All Funds

| | | | | | |
|---------------------------|----------------------|----------------------|-------------------|---------------------|---------------|
| Local Revenue | 13,601,058.83 | 29,336,871.51 | 29,091,000 | (245,871.51) | 100.8% |
| State Revenue | 28,481.36 | 1,400,800.07 | 1,427,500 | 26,699.93 | 98.1% |
| Federal Revenue | 8,061.94 | 184,770.86 | 165,500 | (19,270.86) | 111.6% |
| Subtotal All Funds | 13,637,602.13 | 30,922,442.44 | 30,684,000 | (238,442.44) | 100.8% |
| "On Behalf"/Transfers | 665,117.67 | 671,093.83 | 413,435 | (257,658.83) | 162.3% |
| Total All Funds | 14,302,719.80 | 31,593,536.27 | 31,097,435 | (496,101.27) | 101.6% |

Expenditure Report

6/30/2015

% of Fiscal Year Complete: 100.0%

| | MTD Jun | YTD Actual | Fiscal Year 2015 Adopted Budget | Budget Balance | % Budget Expensed |
|--|---------------------|----------------------|------------------------------------|---------------------|----------------------|
| Education Fund | | | | | |
| Salaries | 1,674,358.51 | 16,581,620.02 | 16,908,850.00 | 327,229.98 | 98.1% |
| Benefits | 295,560.63 | 3,133,906.66 | 3,285,200.00 | 151,293.34 | 95.4% |
| Purchased Services | (109,302.67) | 1,637,300.18 | 1,847,591.00 | 210,290.82 | 88.6% |
| Supplies | 78,066.82 | 1,063,724.70 | 1,259,108.00 | 195,383.30 | 84.5% |
| Capital Outlay | 24,975.00 | 228,657.74 | 193,000.00 | (35,657.74) | 118.5% |
| Other | 165,946.01 | 551,620.64 | 859,050.00 | 307,429.36 | 64.2% |
| Non-Capitalized Equipment | 14,538.17 | 54,903.15 | 26,000.00 | (28,903.15) | 211.2% |
| Termination Benefits | - | 77,629.45 | 77,300.00 | (329.45) | 100.4% |
| Subtotal Education Fund | 2,144,142.47 | 23,329,362.54 | 24,456,099.00 | 1,126,736.46 | 95.4% |
| Transfers | 436,628.63 | 436,628.63 | 186,010.00 | (250,618.63) | 234.7% |
| Total Education Fund | 2,580,771.10 | 23,765,991.17 | 24,642,109.00 | 876,117.83 | 96.4% |
| Operations and Maintenance Fund | | | | | |
| Salaries | 74,978.97 | 844,337.55 | 875,600.00 | 31,262.45 | 96.4% |
| Benefits | 13,773.20 | 167,001.07 | 165,700.00 | (1,301.07) | 100.8% |
| Purchased Services | (259.92) | 247,641.66 | 235,600.00 | (12,041.66) | 105.1% |
| Supplies | 10,566.17 | 153,810.99 | 127,000.00 | (26,810.99) | 121.1% |
| Capital Outlay | 60,490.49 | 480,839.86 | 500,000.00 | 19,160.14 | 96.2% |
| Other | - | 500.00 | 500.00 | - | 100.0% |
| Non-Capitalized Equipment | - | 5,848.70 | 2,000.00 | (3,848.70) | 292.4% |
| Subtotal O&M Fund | 159,548.91 | 1,899,979.83 | 1,905,900.00 | 5,920.17 | 99.7% |
| Transfers | 227,425.00 | 227,425.00 | 227,425.00 | - | 100.0% |
| Total O&M Fund | 386,973.91 | 2,127,404.83 | 2,133,325.00 | 5,920.17 | 99.7% |
| Debt Service Fund | | | | | |
| Purchased Services | - | 1,315.00 | 1,200.00 | (115.00) | 109.6% |
| Other | 253,886.70 | 830,307.59 | 582,235.00 | (248,072.59) | 142.6% |
| Subtotal Debt Service Fund | 253,886.70 | 831,622.59 | 583,435.00 | (248,187.59) | 142.5% |
| Transfers | - | - | - | - | No Bud |
| Total Debt Service Fund | 253,886.70 | 831,622.59 | 583,435.00 | (248,187.59) | 142.5% |
| Transportation Fund | | | | | |
| Salaries | 72,617.69 | 955,662.25 | 908,000.00 | (47,662.25) | 105.2% |
| Benefits | 27,501.45 | 331,294.87 | 338,500.00 | 7,205.13 | 97.9% |
| Purchased Services | 11,441.53 | 391,750.40 | 387,300.00 | (4,450.40) | 101.1% |
| Supplies | 13,815.53 | 134,608.07 | 160,000.00 | 25,391.93 | 84.1% |
| Other | 8.00 | 507.00 | 700.00 | 193.00 | 72.4% |
| Non-Capitalized Equipment | - | 3,000.00 | 5,000.00 | 2,000.00 | 60.0% |
| Subtotal Trans. Fund | 125,384.20 | 1,816,822.59 | 1,799,500.00 | (17,322.59) | 101.0% |
| Transfers | - | - | - | - | No Bud |
| Total Trans. Fund | 125,384.20 | 1,816,822.59 | 1,799,500.00 | (17,322.59) | 101.0% |
| Retirement Fund | | | | | |
| Benefits | 94,962.76 | 1,085,869.80 | 1,141,165.00 | 55,295.20 | 95.2% |
| Subtotal Retirement Fund | 94,962.76 | 1,085,869.80 | 1,141,165.00 | 55,295.20 | 95.2% |
| Total Retirement Fund | 94,962.76 | 1,085,869.80 | 1,141,165.00 | 55,295.20 | 95.2% |
| Capital Projects Fund | | | | | |
| Capital Outlay | - | - | 50,000.00 | 50,000.00 | 0.0% |
| Subtotal Cap. Projects Fund | - | - | 50,000.00 | 50,000.00 | 0.0% |
| Total Cap. Projects Fund | - | - | 50,000.00 | 50,000.00 | 0.0% |
| All Funds | | | | | |
| Salaries | 1,821,955.17 | 18,381,619.82 | 18,692,450.00 | 310,830.18 | 98.3% |
| Benefits | 431,798.04 | 4,718,072.40 | 4,930,565.00 | 212,492.60 | 95.7% |
| Purchased Services | (98,121.06) | 2,278,007.24 | 2,471,691.00 | 193,683.76 | 92.2% |
| Supplies | 102,448.52 | 1,352,143.76 | 1,546,108.00 | 193,964.24 | 87.5% |
| Capital Outlay | 85,465.49 | 709,497.60 | 743,000.00 | 33,502.40 | 95.5% |
| Other | 419,840.71 | 1,382,935.23 | 1,442,485.00 | 59,549.77 | 95.9% |
| Non-Capitalized Equipment | 14,538.17 | 63,751.85 | 33,000.00 | (30,751.85) | 193.2% |
| Termination Benefits | - | 77,629.45 | 77,300.00 | (329.45) | 100.4% |
| Subtotal All Funds | 2,777,925.04 | 28,963,657.35 | 29,936,599.00 | 972,941.65 | 96.7% |
| Transfers | 665,117.67 | 665,117.67 | 413,435.00 | (251,682.67) | 160.9% |
| Total All Funds | 3,443,042.71 | 29,628,775.02 | 30,350,034.00 | 721,258.98 | 97.6% |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JUNE 30, 2015

| | 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 | |
| Bilingual | 1,072.00 | - | - | - | - | - | - | 1,072.00 | 1,072.00 |
| Transportation - Regular | - | - | - | - | - | - | - | - | - |
| Transportation - Spec. Ed. | - | - | - | - | - | - | - | - | - |
| Orphanage Tuition | - | - | - | - | - | - | - | - | - |
| Library Per Capital Grant | - | - | - | - | - | - | - | - | - |
| Other State Revenue | - | - | - | - | - | - | - | - | - |
| Total State Sources | 1,072.00 | 27,409.36 | - | - | - | - | - | 28,481.36 | 28,481.36 |
| Federal Sources | | | | | | | | | |
| Special Milk Program | 2,135.62 | - | - | - | - | - | - | 2,135.62 | 2,135.62 |
| Title I - Low Income | - | - | - | - | - | - | - | - | - |
| IDEA Preschool | - | - | - | - | - | - | - | - | - |
| IDEA Flow Through | 5,926.32 | - | - | - | - | - | - | 5,926.32 | 5,926.32 |
| IDEA Room & Board | - | - | - | - | - | - | - | - | - |
| Title II - Teacher Quality | - | - | - | - | - | - | - | - | - |
| Medicaid Reimbursement | - | - | - | - | - | - | - | - | - |
| Total Federal Sources | 8,061.94 | - | - | - | - | - | - | 8,061.94 | 8,061.94 |
| Total Revenues | 11,195,425.79 | 1,116,493.38 | 156,509.64 | 649,475.04 | 518,711.49 | - | 986.79 | 13,481,092.49 | 13,637,602.13 |
| EXPENDITURES | | | | | | | | | |
| Salaries | | | | | | | | | |
| Admin Salaries | 132,079.79 | 8,962.11 | - | 7,569.13 | - | - | - | 148,611.03 | 148,611.03 |
| Teacher Salaries | 1,162,748.76 | - | - | - | - | - | - | 1,162,748.76 | 1,162,748.76 |
| Extra Duty Stipends | 133,190.44 | - | - | - | - | - | - | 133,190.44 | 133,190.44 |
| Classified Salaries | 225,809.09 | 66,016.86 | - | 65,048.56 | - | - | - | 356,874.51 | 356,874.51 |
| Substitutes | 20,530.43 | - | - | - | - | - | - | 20,530.43 | 20,530.43 |
| Total Salaries | 1,674,358.51 | 74,978.97 | - | 72,617.69 | - | - | - | 1,821,955.17 | 1,821,955.17 |
| Benefits | | | | | | | | | |
| Transp. IMRF/SS/Medicare | - | - | - | 2,013.89 | - | - | - | 2,013.89 | 2,013.89 |
| TRS | 33,543.20 | - | - | - | - | - | - | 33,543.20 | 33,543.20 |
| IMRF | - | - | - | - | 47,329.19 | - | - | 47,329.19 | 47,329.19 |
| Social Security | - | - | - | - | 27,366.35 | - | - | 27,366.35 | 27,366.35 |
| Medicare | - | - | - | - | 20,267.22 | - | - | 20,267.22 | 20,267.22 |
| Medical Insurance | 206,249.18 | 12,017.19 | - | 24,451.70 | - | - | - | 242,718.07 | 242,718.07 |
| Life Insurance | 3,539.51 | 76.95 | - | 196.33 | - | - | - | 3,812.79 | 3,812.79 |
| Retiree Insurance | 40,313.74 | 1,679.06 | - | 839.53 | - | - | - | 42,832.33 | 42,832.33 |
| Tuition Reimbursement | 11,915.00 | - | - | - | - | - | - | 11,915.00 | 11,915.00 |
| Total Benefits | 295,560.63 | 13,773.20 | - | 27,501.45 | 94,962.76 | - | - | 431,798.04 | 431,798.04 |
| Purchased Services | | | | | | | | | |
| Professional Development | 5,702.21 | 628.83 | - | 977.19 | - | - | - | 7,308.23 | 7,308.23 |
| Consultation/Workshops | 56,861.56 | - | - | - | - | - | - | 56,861.56 | 56,861.56 |
| Data Processing | 764.47 | - | - | - | - | - | - | 764.47 | 764.47 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JUNE 30, 2015

| | 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 | Total All Funds |
| Auditing Services | - | - | - | - | - | - | - | - | - |
| Legal Services | 2,758.73 | - | - | - | - | - | - | 2,758.73 | 2,758.73 |
| Other Professional Services | 25,862.61 | (22.00) | - | 1,767.35 | - | - | - | 27,607.96 | 27,607.96 |
| Sanitation Services | 1,276.33 | - | - | - | - | - | - | 1,276.33 | 1,276.33 |
| Snow Removal | - | - | - | - | - | - | - | - | - |
| Rentals | (247,139.29) | - | - | - | - | - | - | (247,139.29) | (247,139.29) |
| Property Upkeep Services | - | (1,090.56) | - | 4,791.36 | - | - | - | 3,700.80 | 3,700.80 |
| Pupil Transportation Services | - | - | - | 2,986.05 | - | - | - | 2,986.05 | 2,986.05 |
| Travel | 10,906.08 | - | - | - | - | - | - | 10,906.08 | 10,906.08 |
| Student-Paid Trips | - | - | - | 123.14 | - | - | - | 123.14 | 123.14 |
| Telephone | 8,138.95 | 223.81 | - | 40.44 | - | - | - | 8,403.20 | 8,403.20 |
| Postage | 540.85 | - | - | - | - | - | - | 540.85 | 540.85 |
| Printing Services | 980.00 | - | - | - | - | - | - | 980.00 | 980.00 |
| Water/Sewer Services | 2,089.50 | - | - | - | - | - | - | 2,089.50 | 2,089.50 |
| Other Insurance | 385.00 | - | - | - | - | - | - | 385.00 | 385.00 |
| Other Purchased Services | 17,589.02 | - | - | 756.00 | - | - | - | 18,345.02 | 18,345.02 |
| Service Agreements | 3,981.31 | - | - | - | - | - | - | 3,981.31 | 3,981.31 |
| Total Purchased Services | (109,302.67) | (259.92) | - | 11,441.53 | - | - | - | (98,121.06) | (98,121.06) |
| Supplies | | | | | | | | | |
| General Supplies | 24,692.12 | 10,120.03 | - | 1,690.00 | - | - | - | 36,502.15 | 36,502.15 |
| Art Supplies | 4,064.64 | - | - | - | - | - | - | 4,064.64 | 4,064.64 |
| Paper Supplies | 4,141.10 | - | - | - | - | - | - | 4,141.10 | 4,141.10 |
| Spanish Supplies | - | - | - | - | - | - | - | - | - |
| Student-Paid Supplies | 3,591.17 | - | - | - | - | - | - | 3,591.17 | 3,591.17 |
| Science Supplies | - | - | - | - | - | - | - | - | - |
| Social Studies Supplies | 394.73 | - | - | - | - | - | - | 394.73 | 394.73 |
| English Language Arts Supplies | 1,074.43 | - | - | - | - | - | - | 1,074.43 | 1,074.43 |
| Math Supplies | - | - | - | - | - | - | - | - | - |
| Supplies - Other | 2,245.60 | - | - | - | - | - | - | 2,245.60 | 2,245.60 |
| Textbooks | - | - | - | - | - | - | - | - | - |
| Library Books | - | - | - | - | - | - | - | - | - |
| Periodicals | 129.50 | - | - | - | - | - | - | 129.50 | 129.50 |
| Fuel | - | 446.14 | - | 11,933.15 | - | - | - | 12,379.29 | 12,379.29 |
| Natural Gas | 7,477.16 | - | - | - | - | - | - | 7,477.16 | 7,477.16 |
| Electricity | 18,709.82 | - | - | - | - | - | - | 18,709.82 | 18,709.82 |
| Other Supplies | 11,546.55 | - | - | 192.38 | - | - | - | 11,738.93 | 11,738.93 |
| Total Supplies | 78,066.82 | 10,566.17 | - | 13,815.53 | - | - | - | 102,448.52 | 102,448.52 |
| Capital Outlay | | | | | | | | | |
| Capital Outlay | 24,975.00 | 60,490.49 | - | - | - | - | - | 85,465.49 | 85,465.49 |
| Building Improvements | - | - | - | - | - | - | - | - | - |
| Site Improvements | - | - | - | - | - | - | - | - | - |
| Total Capital Outlay | 24,975.00 | 60,490.49 | - | - | - | - | - | 85,465.49 | 85,465.49 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JUNE 30, 2015

| | 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 | |
| Other | | | | | | | | | |
| Principal | - | - | 245,189.54 | - | - | - | - | - | 245,189.54 |
| Interest | - | - | 8,697.16 | - | - | - | - | - | 8,697.16 |
| Dues and Fees | 2,336.00 | - | - | 8.00 | - | - | - | 2,344.00 | 2,344.00 |
| Tuition | 163,610.01 | - | - | - | - | - | - | 163,610.01 | 163,610.01 |
| Miscellaneous Objects | - | - | - | - | - | - | - | - | - |
| Total Other | 165,946.01 | - | 253,886.70 | 8.00 | - | - | - | 165,954.01 | 419,840.71 |
| Total Non-Capitalized Equipment | 14,538.17 | - | - | - | - | - | - | 14,538.17 | 14,538.17 |
| Total Termination Benefits | - | - | - | - | - | - | - | - | - |
| Total Expenditures | 2,144,142.47 | 159,548.91 | 253,886.70 | 125,384.20 | 94,962.76 | - | - | 2,524,038.34 | 2,777,925.04 |
| Excess (deficiency) of revenues over expenditures | 9,051,283.32 | 956,944.47 | (97,377.06) | 524,090.84 | 423,748.73 | - | 986.79 | 10,957,054.15 | 10,859,677.09 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfers | (436,628.63) | (226,360.96) | 664,053.63 | - | - | - | (1,064.04) | (664,053.63) | 0.00 |
| State "On Behalf" Payments | - | - | - | - | - | - | - | - | - |
| Total other financing sources (uses) | (436,628.63) | (226,360.96) | 664,053.63 | - | - | - | (1,064.04) | (664,053.63) | 0.00 |
| Net changes in fund balances | 8,614,654.69 | 730,583.51 | 566,676.57 | 524,090.84 | 423,748.73 | - | (77.25) | 10,293,000.52 | 10,859,677.09 |
| Fund Balance: 05/31/2015 | 9,704,133.84 | 1,344,429.92 | (340,384.75) | 906,260.19 | 145,588.47 | - | 520,411.52 | 12,620,823.94 | 12,280,439.19 |
| Fund Balance: 06/30/2015 | \$ 18,318,788.53 | \$ 2,075,013.43 | \$ 226,291.82 | \$ 1,430,351.03 | \$ 569,337.20 | \$ - | \$ 520,334.27 | \$ 22,913,824.46 | \$ 23,140,116.28 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
SUMMARY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JUNE 30, 2015

| | 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 |
|--|----------------------|----------------------|---------------------|----------------------|-------------------|------------------------|--------------------|-----------------------------------|----------------------|
| REVENUES | | | | | | | | | |
| Local Sources | 11,186,291.85 | 1,089,084.02 | 156,509.64 | 649,475.04 | 518,711.49 | - | 986.79 | 13,444,549.19 | 13,601,058.83 |
| State Sources | 1,072.00 | 27,409.36 | - | - | - | - | - | 28,481.36 | 28,481.36 |
| Federal Sources | 8,061.94 | - | - | - | - | - | - | 8,061.94 | 8,061.94 |
| Total Revenues | 11,195,425.79 | 1,116,493.38 | 156,509.64 | 649,475.04 | 518,711.49 | - | 986.79 | 13,481,092.49 | 13,637,602.13 |
| EXPENDITURES | | | | | | | | | |
| Salaries | 1,674,358.51 | 74,978.97 | - | 72,617.69 | - | - | - | 1,821,955.17 | 1,821,955.17 |
| Benefits | 295,560.63 | 13,773.20 | - | 27,501.45 | 94,962.76 | - | - | 431,798.04 | 431,798.04 |
| Purchased Services | (109,302.67) | (259.92) | - | 11,441.53 | - | - | - | (98,121.06) | (98,121.06) |
| Supplies | 78,066.82 | 10,566.17 | - | 13,815.53 | - | - | - | 102,448.52 | 102,448.52 |
| Capital Outlay | 24,975.00 | 60,490.49 | - | - | - | - | - | 85,465.49 | 85,465.49 |
| Other | 165,946.01 | - | 253,886.70 | 8.00 | - | - | - | 165,954.01 | 419,840.71 |
| Net Capitalized Equip. | 14,538.17 | - | - | - | - | - | - | 14,538.17 | 14,538.17 |
| Termination Benefits | - | - | - | - | - | - | - | - | - |
| Total Expenditures | 2,144,142.47 | 159,548.91 | 253,886.70 | 125,384.20 | 94,962.76 | - | - | 2,524,038.34 | 2,777,925.04 |
| Excess (deficiency) of revenues over expenditures | 9,051,283.32 | 956,944.47 | (97,377.06) | 524,090.84 | 423,748.73 | - | 986.79 | 10,957,054.15 | 10,859,677.09 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfers | (436,628.63) | (226,360.96) | 664,053.63 | - | - | - | (1,064.04) | (664,053.63) | 0.00 |
| State "On Behalf" Payments | - | - | - | - | - | - | - | - | - |
| Total other financing sources (uses) | (436,628.63) | (226,360.96) | 664,053.63 | - | - | - | (1,064.04) | (664,053.63) | 0.00 |
| Net changes in fund balances | 8,614,654.69 | 730,583.51 | 566,676.57 | 524,090.84 | 423,748.73 | - | (77.25) | 10,293,000.52 | 10,859,677.09 |
| Fund Balance: 05/31/2015 | 9,704,133.84 | 1,344,429.92 | (340,384.75) | 906,260.19 | 145,588.47 | - | 520,411.52 | 12,620,823.94 | 12,280,439.19 |
| Fund Balance: 06/30/2015 | \$ 18,318,788.53 | \$ 2,075,013.43 | \$ 226,291.82 | \$ 1,430,351.03 | \$ 569,337.20 | \$ - | \$ 520,334.27 | \$ 22,913,824.46 | \$ 23,140,116.28 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
 STATEMENT OF FINANCIAL POSITION
 ALL FUNDS
 JUNE 30, 2015

| | 10 Education | 20 Oper. & Maint. | 30 Debt Services | 40 Transportation | 50 IMRF/SS | 60 Capital Projects | 70 Working Cash | Total Operating | Total All Funds |
|---|----------------------|----------------------|---------------------|----------------------|-------------------|------------------------|--------------------|----------------------|----------------------|
| ASSETS | | | | | | | | | |
| US Bank - AP | 914,295.35 | 1,991.40 | 60,037.86 | 197.30 | 230.07 | - | - | 916,714.12 | 976,751.98 |
| US Bank - Payroll | 10,505.16 | 522.85 | - | 735.46 | 213.27 | - | - | 11,976.74 | 11,976.74 |
| US Bank - RevTrak | 386,264.47 | - | - | - | - | - | - | 386,264.47 | 386,264.47 |
| PMA - LIQ | 2,335.00 | 2,384.61 | - | 1,627.11 | - | - | 975.79 | 7,322.51 | 7,322.51 |
| PMA - MAX | 233,374.53 | 1,078,314.99 | 166,253.96 | 590,004.80 | 535,150.01 | - | - | 2,436,844.33 | 2,603,098.29 |
| PMA - Fixed Rate Investments | 16,628,578.58 | 991,799.58 | - | 837,786.36 | 33,743.85 | - | 519,358.48 | 19,011,266.85 | 19,011,266.85 |
| IIIT | 19,357.72 | - | - | - | - | - | - | 19,357.72 | 19,357.72 |
| Bank Financial | 89,099.94 | - | - | - | - | - | - | 89,099.94 | 89,099.94 |
| Imprest Fund | 39,474.01 | - | - | - | - | - | - | 39,474.01 | 39,474.01 |
| Petty Cash | 500.00 | - | - | - | - | - | - | 500.00 | 500.00 |
| TOTAL ASSETS | 18,323,784.76 | 2,075,013.43 | 226,291.82 | 1,430,351.03 | 569,337.20 | - | 520,334.27 | 22,918,820.69 | 23,145,112.51 |
| LIABILITIES & FUND BALANCE | | | | | | | | | |
| LIABILITIES | | | | | | | | | |
| Accounts Payable | 10,506.26 | - | - | - | - | - | - | 10,506.26 | 10,506.26 |
| Dental Insurance Payable | (771.50) | - | - | - | - | - | - | (771.50) | (771.50) |
| Flex Spending Account Payable | (1,742.97) | - | - | - | - | - | - | (1,742.97) | (1,742.97) |
| P-Card Payable | (2,995.56) | - | - | - | - | - | - | (2,995.56) | (2,995.56) |
| Total Liabilities | 4,996.23 | - | - | - | - | - | - | 4,996.23 | 4,996.23 |
| FUND BALANCE | | | | | | | | | |
| Fund Balance | 18,318,788.53 | 2,075,013.43 | 226,291.82 | 1,430,351.03 | 569,337.20 | - | 520,334.27 | 22,913,824.46 | 23,140,116.28 |
| Total Fund Balance | 18,318,788.53 | 2,075,013.43 | 226,291.82 | 1,430,351.03 | 569,337.20 | - | 520,334.27 | 22,913,824.46 | 23,140,116.28 |
| TOTAL LIABILITIES & FUND BALANCE | 18,323,784.76 | 2,075,013.43 | 226,291.82 | 1,430,351.03 | 569,337.20 | - | 520,334.27 | 22,918,820.69 | 23,145,112.51 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
FOR THE YEAR ENDING JUNE 30, 2015

| | 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 |
|--|----------------------|----------------------|---------------------|----------------------|---------------------|------------------------|--------------------|-----------------------------------|----------------------|
| REVENUES | | | | | | | | | |
| Local Sources | 24,381,713.25 | 2,487,023.08 | 166,711.09 | 1,452,704.51 | 847,655.54 | - | 1,064.04 | 29,170,160.42 | 29,336,871.51 |
| State Sources | 638,724.14 | 386,788.38 | - | 375,287.55 | - | - | - | 1,400,800.07 | 1,400,800.07 |
| Federal Sources | 184,770.86 | - | - | - | - | - | - | 184,770.86 | 184,770.86 |
| Total Revenues | 25,205,208.25 | 2,873,811.46 | 166,711.09 | 1,827,992.06 | 847,655.54 | - | 1,064.04 | 30,755,731.35 | 30,922,442.44 |
| EXPENDITURES | | | | | | | | | |
| Salaries | 16,581,620.02 | 844,337.55 | - | 955,662.25 | - | - | - | 18,381,619.82 | 18,381,619.82 |
| Benefits | 3,133,906.66 | 167,001.07 | - | 331,294.87 | 1,085,869.80 | - | - | 4,718,072.40 | 4,718,072.40 |
| Purchased Services | 1,637,300.18 | 247,641.66 | 1,315.00 | 391,750.40 | - | - | - | 2,276,692.24 | 2,278,007.24 |
| Supplies | 1,063,724.70 | 153,810.99 | - | 134,608.07 | - | - | - | 1,352,143.76 | 1,352,143.76 |
| Capital Outlay | 228,657.74 | 480,839.86 | - | - | - | - | - | 709,497.60 | 709,497.60 |
| Other | 551,620.64 | 500.00 | 830,307.59 | 507.00 | - | - | - | 552,627.64 | 1,382,935.23 |
| Non-Capitalized Equip. | 54,903.15 | 5,848.70 | - | 3,000.00 | - | - | - | 63,751.85 | 63,751.85 |
| Termination Benefits | 77,629.45 | - | - | - | - | - | - | 77,629.45 | 77,629.45 |
| Total Expenditures | 23,329,362.54 | 1,899,979.83 | 831,622.59 | 1,816,822.59 | 1,085,869.80 | - | - | 28,132,034.76 | 28,963,657.35 |
| Excess (deficiency) of revenues over expenditures | 1,875,845.71 | 973,831.63 | (664,911.50) | 11,169.47 | (238,214.26) | - | 1,064.04 | 2,623,696.59 | 1,958,785.09 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfers | (436,628.63) | (226,360.96) | 670,029.79 | - | - | - | (1,064.04) | (664,053.63) | 5,976.16 |
| State "On Behalf" Payments | - | - | - | - | - | - | - | - | - |
| Total other financing sources (uses) | (436,628.63) | (226,360.96) | 670,029.79 | - | - | - | (1,064.04) | (664,053.63) | 5,976.16 |
| Net changes in fund balances | 1,439,217.08 | 747,470.67 | 5,118.29 | 11,169.47 | (238,214.26) | - | - | 1,959,642.96 | 1,964,761.25 |
| Fund Balance: 06/30/2014 | 16,879,571.45 | 1,327,542.76 | 221,173.53 | 1,419,181.56 | 807,551.46 | - | 520,334.27 | 20,954,181.50 | 21,175,355.03 |
| Fund Balance: 06/30/2015 | \$ 18,318,788.53 | \$ 2,075,013.43 | \$ 226,291.82 | \$ 1,430,351.03 | \$ 569,337.20 | \$ - | \$ 520,334.27 | \$ 22,913,824.46 | \$ 23,140,116.28 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
TREASURER'S REPORT
ALL FUNDS
JUNE 30, 2015

CASH BALANCE PER BOOKS

| | |
|----------------------------|---------------------------------------|
| Educational Fund | 18,323,784.76 |
| Operations and Maintenance | 2,075,013.43 |
| Debt Service Fund | 226,291.82 |
| Transportation Fund | 1,430,351.03 |
| Retirement Fund | 569,337.20 |
| Capital Projects Fund | - |
| Working Cash Fund | <u>520,334.27</u> |
| TOTALS: | <u><u>\$ 23,145,112.51</u></u> |

BANK BALANCES & INVESTMENTS

| | |
|--------------------------------------|---------------------------------------|
| US Bank - AP | |
| Statement Balance | 1,285,133.60 |
| Less: Outstanding Checks | <u>308,381.62</u> |
| | \$ 976,751.98 |
| US Bank - Payroll | |
| Statement Balance | 20,256.53 |
| Less: Outstanding Checks | <u>8,493.06</u> |
| | \$ 11,763.47 |
| US Bank - Other | |
| RevTrak Account Balance | \$ 386,264.47 |
| Imprest | 39,658.01 |
| Petty Cash | 500.00 |
| Less: Outstanding Imprest Checks | <u>184.00</u> |
| | 426,238.48 |
| PMA Financial Network | |
| ISDLAF - LIQ | 7,535.78 |
| ISDLAF - MAX | 2,603,098.29 |
| Fixed Rate Investments | <u>19,011,266.85</u> |
| | \$ 21,621,900.92 |
| Illinois Inst Investors Trust | |
| CMF | <u>19,357.72</u> |
| Bank Financial | |
| Money Market | <u>89,099.94</u> |
| TOTALS: | <u><u>\$ 23,145,112.51</u></u> |

Certified by:



Dan Stanley, Treasurer

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
STATEMENT OF FINANCIAL ACTIVITY
ACTIVITY FUNDS
MONTH ENDED JUN 30, 2015

| Account | Beginning Balance | Deposits | Withdrawals | Ending Balance |
|-------------------------|----------------------|------------------|-------------------|-------------------|
| Bank Interest | 135.04 | 6.13 | | 141.17 |
| District Convenience | 124.63 | | | 124.63 |
| DW - Convenience | 631.70 | | (609.86) | 21.84 |
| <i>DW-Minecraft Lab</i> | - | 144.00 | (144.00) | - |
| DW - NJHS | 2,766.76 | 1,092.25 | (2,751.00) | 1,108.01 |
| DW - Scholarship | 591.63 | | | 591.63 |
| DW - Student Council | 5,824.94 | 1,666.00 | (1,666.00) | 5,824.94 |
| DW - Toys for Tots | 144.51 | | | 144.51 |
| DW - Wright Track Club | 990.33 | 10.00 | (1,000.33) | - |
| DW - Yearbook | 31,546.58 | 4,707.00 | (1,626.25) | 34,627.33 |
| HD - Convenience | 448.45 | | (28.30) | 420.15 |
| HD - Student Council | 3,063.61 | | | 3,063.61 |
| HD - Yearbook | 21,017.86 | 1,720.00 | | 22,737.86 |
| SP - Convenience | 503.95 | 1,050.00 | (1,260.00) | 293.95 |
| SP - Yearbook | 3,514.01 | 2,240.00 | | 5,754.01 |
| Total Accounts | 71,304.00 | 12,635.38 | (9,085.74) | 74,853.64 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
STATEMENT OF FINANCIAL ACTIVITY
ACTIVITY FUNDS
YEAR ENDED JUNE 30, 2015

| Account | Beginning Balance | Deposits | Withdrawals | Ending Balance |
|-------------------------|----------------------|------------------|--------------------|-------------------|
| Bank Interest | 167.49 | 79.70 | (106.02) | 141.17 |
| District Convenience | 124.63 | - | - | 124.63 |
| DW - Convenience | 1,231.56 | 1,160.17 | (2,369.89) | 21.84 |
| <i>DW-Minecraft Lab</i> | - | 144.00 | (144.00) | - |
| DW - NJHS | 2,028.93 | 4,954.48 | (5,875.40) | 1,108.01 |
| DW - Scholarship | 1,571.63 | - | (980.00) | 591.63 |
| DW - Student Council | 5,709.19 | 5,790.00 | (5,674.25) | 5,824.94 |
| DW - Toys for Tots | 214.58 | 400.00 | (470.07) | 144.51 |
| DW - Wright Track Club | 38.33 | 1,232.00 | (1,270.33) | - |
| DW - Yearbook | 37,811.08 | 15,865.00 | (19,048.75) | 34,627.33 |
| HD - Convenience | 127.99 | 680.00 | (387.84) | 420.15 |
| HD - Student Council | 2,974.75 | 5,595.37 | (5,506.51) | 3,063.61 |
| HD - Yearbook | 18,297.86 | 4,440.00 | - | 22,737.86 |
| SP - Convenience | 85.47 | 3,835.72 | (3,627.24) | 293.95 |
| SP - Yearbook | 8,208.19 | 7,160.00 | (9,614.18) | 5,754.01 |
| Total Accounts | 78,591.68 | 51,336.44 | (55,074.48) | 74,853.64 |

Revenue Report

7/31/2015

% of Fiscal Year Completed **8.3%**

| | MTD July | YTD Actual | Fiscal Year 2015 Adopted Budget | Budget Balance | % Budget Received |
|--|-------------------|-------------------|------------------------------------|----------------------|----------------------|
| Education Fund | | | | | |
| Local Revenue | 400,323.65 | 400,323.65 | 24,677,900 | 24,277,576.35 | 1.6% |
| State Revenue | 150,762.99 | 150,762.99 | 624,400 | 473,637.01 | 24.1% |
| Federal Revenue | 5,578.00 | 5,578.00 | 316,000 | 310,422.00 | 1.8% |
| Subtotal Education Fund | 556,664.64 | 556,664.64 | 25,618,300 | 25,061,635.36 | 2.2% |
| Total Education Fund | 556,664.64 | 556,664.64 | 25,618,300 | 25,061,635.36 | 2.2% |
| Operations & Maintenance Fund | | | | | |
| Local Revenue | 27,915.03 | 27,915.03 | 2,290,600 | 2,262,684.97 | 1.2% |
| State Revenue | - | - | 320,000 | 320,000.00 | 0.0% |
| Subtotal O & M Fund | 27,915.03 | 27,915.03 | 2,610,600 | 2,582,684.97 | 1.1% |
| Transfers | - | - | - | - | No Bud |
| Total O&M Fund | 27,915.03 | 27,915.03 | 2,610,600 | 2,582,684.97 | 1.1% |
| Debt Service Fund | | | | | |
| Local Revenue | 2,613.14 | 2,613.14 | 328,100 | 325,486.86 | 0.8% |
| Subtotal Debt Service Fund | 2,613.14 | 2,613.14 | 328,100 | 325,486.86 | 0.8% |
| Transfers | - | - | 533,425 | 533,425.00 | 0.0% |
| Total Debt Service Fund | 2,613.14 | 2,613.14 | 861,525 | 858,911.86 | 0.3% |
| Transportation Fund | | | | | |
| Local Revenue | 10,144.43 | 10,144.43 | 1,416,800 | 1,406,655.57 | 0.7% |
| State Revenue | 101,784.91 | 101,784.91 | 292,000 | 190,215.09 | 34.9% |
| Subtotal Transportation Fund | 111,929.34 | 111,929.34 | 1,708,800 | 1,596,870.66 | 6.6% |
| Total Transportation Fund | 111,929.34 | 111,929.34 | 1,708,800 | 1,596,870.66 | 6.6% |
| Retirement Fund | | | | | |
| Local Revenue | 8,414.77 | 8,414.77 | 1,002,100 | 993,685.23 | 0.8% |
| Subtotal Retirement Fund | 8,414.77 | 8,414.77 | 1,002,100 | 993,685.23 | 0.8% |
| Total Retirement Fund | 8,414.77 | 8,414.77 | 1,002,100 | 993,685.23 | 0.8% |
| Capital Projects Fund | | | | | |
| Local Revenue | - | - | - | - | #DIV/0! |
| Subtotal Cap. Projects Fund | - | - | - | - | #DIV/0! |
| Transfers | - | - | - | - | No Bud |
| Total Cap. Projects Fund | - | - | - | - | #DIV/0! |
| Working Cash Fund | | | | | |
| Local Revenue | 52.77 | 52.77 | 100 | 47.23 | No Bud |
| Subtotal Working Cash Fund | 52.77 | 52.77 | 100 | 47.23 | No Bud |
| Total Working Cash Fund | 52.77 | 52.77 | 100 | 47.23 | No Bud |
| All Funds | | | | | |
| Local Revenue | 449,463.79 | 449,463.79 | 29,715,600 | 29,266,136.21 | 1.5% |
| State Revenue | 252,547.90 | 252,547.90 | 1,236,400 | 983,852.10 | 20.4% |
| Federal Revenue | 5,578.00 | 5,578.00 | 316,000 | 310,422.00 | 1.8% |
| Subtotal All Funds | 707,589.69 | 707,589.69 | 31,268,000 | 30,560,410.31 | 2.3% |
| "On Behalf"/Transfers | - | - | 533,425 | 533,425.00 | 0.0% |
| Total All Funds | 707,589.69 | 707,589.69 | 31,801,425 | 31,093,835.31 | 2.2% |

Expenditure Report

7/31/2015

% of Fiscal Year Complete: **8.3%**

| | MTD July | YTD Actual | Fiscal Year 2015 Adopted Budget | Budget Balance | % Budget Expensed |
|--|---------------------|---------------------|------------------------------------|----------------------|----------------------|
| Education Fund | | | | | |
| Salaries | 1,306,877.91 | 1,306,877.91 | 17,082,020.00 | 15,775,142.09 | 7.7% |
| Benefits | 621,653.19 | 621,653.19 | 3,770,090.00 | 3,148,436.81 | 16.5% |
| Purchased Services | 382,680.06 | 382,680.06 | 1,974,800.00 | 1,592,119.94 | 19.4% |
| Supplies | 13,187.86 | 13,187.86 | 1,161,840.00 | 1,148,652.14 | 1.1% |
| Capital Outlay | - | - | 53,000.00 | 53,000.00 | 0.0% |
| Other | 121,987.00 | 121,987.00 | 852,950.00 | 730,963.00 | 14.3% |
| Non-Capitalized Equipment | - | - | 19,000.00 | 19,000.00 | 0.0% |
| Termination Benefits | - | - | - | - | No Bud |
| Subtotal Education Fund | 2,446,386.02 | 2,446,386.02 | 24,913,700.00 | 22,467,313.98 | 9.8% |
| Transfers | - | - | 306,000.00 | 306,000.00 | 0.0% |
| Total Education Fund | 2,446,386.02 | 2,446,386.02 | 25,219,700.00 | 22,773,313.98 | 9.7% |
| Operations and Maintenance Fund | | | | | |
| Salaries | 83,183.93 | 83,183.93 | 871,100.00 | 787,916.07 | 9.5% |
| Benefits | 13,773.20 | 13,773.20 | 166,060.00 | 152,286.80 | 8.3% |
| Purchased Services | 7,485.98 | 7,485.98 | 245,700.00 | 238,214.02 | 3.0% |
| Supplies | 3,907.88 | 3,907.88 | 144,000.00 | 140,092.12 | 2.7% |
| Capital Outlay | - | - | 500,000.00 | 500,000.00 | 0.0% |
| Other | - | - | 500.00 | 500.00 | 0.0% |
| Non-Capitalized Equipment | - | - | 3,500.00 | 3,500.00 | 0.0% |
| Subtotal O&M Fund | 108,350.99 | 108,350.99 | 1,930,360.00 | 1,822,009.01 | 5.6% |
| Transfers | - | - | 227,425.00 | 227,425.00 | 0.0% |
| Total O&M Fund | 108,350.99 | 108,350.99 | 2,157,785.00 | 2,049,434.01 | 5.0% |
| Debt Service Fund | | | | | |
| Purchased Services | - | - | 1,400.00 | 1,400.00 | 0.0% |
| Other | 302,499.11 | 302,499.11 | 863,625.00 | 561,125.89 | 35.0% |
| Subtotal Debt Service Fund | 302,499.11 | 302,499.11 | 865,025.00 | 562,525.89 | 35.0% |
| Transfers | - | - | - | - | No Bud |
| Total Debt Service Fund | 302,499.11 | 302,499.11 | 865,025.00 | 562,525.89 | 35.0% |
| Transportation Fund | | | | | |
| Salaries | 49,627.60 | 49,627.60 | 977,800.00 | 928,172.40 | 5.1% |
| Benefits | 27,640.28 | 27,640.28 | 339,780.00 | 312,139.72 | 8.1% |
| Purchased Services | 271,039.98 | 271,039.98 | 384,156.00 | 113,116.02 | 70.6% |
| Supplies | 3,609.76 | 3,609.76 | 150,000.00 | 146,390.24 | 2.4% |
| Other | - | - | 700.00 | 700.00 | 0.0% |
| Non-Capitalized Equipment | - | - | 5,000.00 | 5,000.00 | 0.0% |
| Subtotal Trans. Fund | 351,917.62 | 351,917.62 | 1,857,436.00 | 1,505,518.38 | 18.9% |
| Transfers | - | - | - | - | No Bud |
| Total Trans. Fund | 351,917.62 | 351,917.62 | 1,857,436.00 | 1,505,518.38 | 18.9% |
| Retirement Fund | | | | | |
| Benefits | 71,616.84 | 71,616.84 | 1,123,100.00 | 1,051,483.16 | 6.4% |
| Subtotal Retirement Fund | 71,616.84 | 71,616.84 | 1,123,100.00 | 1,051,483.16 | 6.4% |
| Total Retirement Fund | 71,616.84 | 71,616.84 | 1,123,100.00 | 1,051,483.16 | 6.4% |
| Capital Projects Fund | | | | | |
| Capital Outlay | - | - | - | - | No Bud |
| Subtotal Cap. Projects Fund | - | - | - | - | No Bud |
| Total Cap. Projects Fund | - | - | - | - | No Bud |
| All Funds | | | | | |
| Salaries | 1,439,689.44 | 1,439,689.44 | 18,930,920.00 | 17,491,230.56 | 7.6% |
| Benefits | 734,683.51 | 734,683.51 | 5,399,030.00 | 4,664,346.49 | 13.6% |
| Purchased Services | 661,206.02 | 661,206.02 | 2,606,056.00 | 1,944,849.98 | 25.4% |
| Supplies | 20,705.50 | 20,705.50 | 1,455,840.00 | 1,435,134.50 | 1.4% |
| Capital Outlay | - | - | 553,000.00 | 553,000.00 | 0.0% |
| Other | 424,486.11 | 424,486.11 | 1,717,775.00 | 1,293,288.89 | 24.7% |
| Non-Capitalized Equipment | - | - | 27,500.00 | 27,500.00 | 0.0% |
| Termination Benefits | - | - | - | - | No Bud |
| Subtotal All Funds | 3,280,770.58 | 3,280,770.58 | 30,690,121.00 | 27,409,350.42 | 10.7% |
| Transfers | - | - | 533,425.00 | 533,425.00 | 0.0% |
| Total All Funds | 3,280,770.58 | 3,280,770.58 | 31,223,546.00 | 27,942,775.42 | 10.5% |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
SUMMARY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JULY 31, 2015

| | 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 |
|--|---------------------|----------------------|---------------------|----------------------|------------------|------------------------|--------------------|-----------------------------------|---------------------|
| REVENUES | | | | | | | | | |
| Local Sources | 400,323.65 | 27,915.03 | 2,613.14 | 10,144.43 | 8,414.77 | - | 52.77 | 446,850.65 | 449,463.79 |
| State Sources | 150,762.99 | - | - | 101,784.91 | - | - | - | 252,547.90 | 252,547.90 |
| Federal Sources | 5,578.00 | - | - | - | - | - | - | 5,578.00 | 5,578.00 |
| Total Revenues | 556,664.64 | 27,915.03 | 2,613.14 | 111,929.34 | 8,414.77 | - | 52.77 | 704,976.55 | 707,589.69 |
| EXPENDITURES | | | | | | | | | |
| Salaries | 1,306,877.91 | 83,183.93 | - | 49,627.60 | - | - | - | 1,439,689.44 | 1,439,689.44 |
| Benefits | 621,653.19 | 13,773.20 | - | 27,640.28 | 71,616.84 | - | - | 734,683.51 | 734,683.51 |
| Purchased Services | 382,680.06 | 7,485.98 | - | 271,039.98 | - | - | - | 661,206.02 | 661,206.02 |
| Supplies | 13,187.86 | 3,907.88 | - | 3,609.76 | - | - | - | 20,705.50 | 20,705.50 |
| Capital Outlay | - | - | - | - | - | - | - | - | - |
| Other | 121,987.00 | - | 302,499.11 | - | - | - | - | 121,987.00 | 424,486.11 |
| Non-Capitalized Equip. | - | - | - | - | - | - | - | - | - |
| Termination Benefits | - | - | - | - | - | - | - | - | - |
| Total Expenditures | 2,446,386.02 | 108,350.99 | 302,499.11 | 351,917.62 | 71,616.84 | - | - | 2,978,271.47 | 3,280,770.58 |
| Excess (deficiency) of revenues over expenditures | (1,889,721.38) | (80,435.96) | (299,885.97) | (239,988.28) | (63,202.07) | - | 52.77 | (2,273,294.92) | (2,573,180.89) |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfers | - | - | - | - | - | - | - | - | - |
| State "On Behalf" Payments | - | - | - | - | - | - | - | - | - |
| Total other financing sources (uses) | - | - | - | - | - | - | - | - | - |
| Net changes in fund balances | (1,889,721.38) | (80,435.96) | (299,885.97) | (239,988.28) | (63,202.07) | - | 52.77 | (2,273,294.92) | (2,573,180.89) |
| Fund Balance: 06/30/2015 | 18,318,788.53 | 2,075,013.43 | 226,291.82 | 1,430,351.03 | 569,337.20 | - | 520,334.27 | 22,913,824.46 | 23,140,116.28 |
| Fund Balance: 07/31/2015 | \$ 16,429,067.15 | \$ 1,994,577.47 | \$ (73,594.15) | \$ 1,190,362.75 | \$ 506,135.13 | \$ - | \$ 520,387.04 | \$ 20,640,529.54 | \$ 20,566,935.39 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JULY 31, 2015

| | 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 | |
| Bilingual | - | - | - | - | - | - | - | - | - |
| Transportation - Regular | - | - | - | 61,194.10 | - | - | - | 61,194.10 | 61,194.10 |
| Transportation - Spec. Ed. | - | - | - | 40,590.81 | - | - | - | 40,590.81 | 40,590.81 |
| Orphanage Tuition | - | - | - | - | - | - | - | - | - |
| Library Per Capital Grant | - | - | - | - | - | - | - | - | - |
| Other State Revenue | - | - | - | - | - | - | - | - | - |
| Total State Sources | 150,762.99 | - | - | 101,784.91 | - | - | - | 252,547.90 | 252,547.90 |
| Federal Sources | | | | | | | | | |
| Special Milk Program | - | - | - | - | - | - | - | - | - |
| Title I - Low Income | 5,578.00 | - | - | - | - | - | - | 5,578.00 | 5,578.00 |
| IDEA Preschool | - | - | - | - | - | - | - | - | - |
| IDEA Flow Through | - | - | - | - | - | - | - | - | - |
| IDEA Room & Board | - | - | - | - | - | - | - | - | - |
| Title II - Teacher Quality | - | - | - | - | - | - | - | - | - |
| Medicaid Reimbursement | - | - | - | - | - | - | - | - | - |
| Total Federal Sources | 5,578.00 | - | - | - | - | - | - | 5,578.00 | 5,578.00 |
| Total Revenues | 556,664.64 | 27,915.03 | 2,613.14 | 111,929.34 | 8,414.77 | - | 52.77 | 704,976.55 | 707,589.69 |
| EXPENDITURES | | | | | | | | | |
| Salaries | | | | | | | | | |
| Admin Salaries | 126,041.04 | 9,173.65 | - | 7,744.88 | - | - | - | 142,959.57 | 142,959.57 |
| Teacher Salaries | 999,003.39 | - | - | - | - | - | - | 999,003.39 | 999,003.39 |
| Extra Duty Stipends | 27,903.70 | - | - | - | - | - | - | 27,903.70 | 27,903.70 |
| Classified Salaries | 146,179.18 | 74,010.28 | - | 41,882.72 | - | - | - | 262,072.18 | 262,072.18 |
| Substitutes | 7,750.60 | - | - | - | - | - | - | 7,750.60 | 7,750.60 |
| Total Salaries | 1,306,877.91 | 83,183.93 | - | 49,627.60 | - | - | - | 1,439,689.44 | 1,439,689.44 |
| Benefits | | | | | | | | | |
| Transp. IMRF/SS/Medicare | - | - | - | 2,061.32 | - | - | - | 2,061.32 | 2,061.32 |
| TRS | 29,614.05 | - | - | - | - | - | - | 29,614.05 | 29,614.05 |
| IMRF | - | - | - | - | 35,189.20 | - | - | 35,189.20 | 35,189.20 |
| Social Security | - | - | - | - | 20,408.91 | - | - | 20,408.91 | 20,408.91 |
| Medicare | - | - | - | - | 16,018.73 | - | - | 16,018.73 | 16,018.73 |
| TRS ERO Payments | 368,283.34 | - | - | - | - | - | - | 368,283.34 | 368,283.34 |
| Medical Insurance | 210,782.22 | 12,017.19 | - | 24,451.70 | - | - | - | 247,251.11 | 247,251.11 |
| Life Insurance | 3,573.31 | 76.95 | - | 287.73 | - | - | - | 3,937.99 | 3,937.99 |
| Retiree Insurance | 5,147.29 | 1,679.06 | - | 839.53 | - | - | - | 7,665.88 | 7,665.88 |
| Tuition Reimbursement | 4,252.98 | - | - | - | - | - | - | 4,252.98 | 4,252.98 |
| Post-Retirement Benefits | - | - | - | - | - | - | - | - | - |
| Total Benefits | 621,653.19 | 13,773.20 | - | 27,640.28 | 71,616.84 | - | - | 734,683.51 | 734,683.51 |
| Purchased Services | | | | | | | | | |
| Professional Development | 1,495.94 | - | - | - | - | - | - | 1,495.94 | 1,495.94 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
DETAILED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS
MONTH ENDED JULY 31, 2015

| | 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 |
| Site Improvements | - | - | - | - | - | - | - | - | - |
| Total Capital Outlay | - | - | - | - | - | - | - | - | - |
| Other | | | | | | | | | |
| Principal | - | - | 293,576.33 | - | - | - | - | - | 293,576.33 |
| Interest | - | - | 8,922.78 | - | - | - | - | - | 8,922.78 |
| Dues and Fees | 6,411.00 | - | - | - | - | - | - | 6,411.00 | 6,411.00 |
| Tuition | - | - | - | - | - | - | - | - | - |
| Miscellaneous Objects | 115,576.00 | - | - | - | - | - | - | 115,576.00 | 115,576.00 |
| Total Other | 121,987.00 | - | 302,499.11 | - | - | - | - | 121,987.00 | 424,486.11 |
| Total Non-Capitalized Equipment | - | - | - | - | - | - | - | - | - |
| Total Termination Benefits | - | - | - | - | - | - | - | - | - |
| Total Expenditures | 2,446,386.02 | 108,350.99 | 302,499.11 | 351,917.62 | 71,616.84 | - | - | 2,978,271.47 | 3,280,770.58 |
| Excess (deficiency) of revenues over expenditures | (1,889,721.38) | (80,435.96) | (299,885.97) | (239,988.28) | (63,202.07) | - | 52.77 | (2,273,294.92) | (2,573,180.89) |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfers | - | - | - | - | - | - | - | - | - |
| State "On Behalf" Payments | - | - | - | - | - | - | - | - | - |
| Total other financing sources (uses) | - | - | - | - | - | - | - | - | - |
| Net changes in fund balances | (1,889,721.38) | (80,435.96) | (299,885.97) | (239,988.28) | (63,202.07) | - | 52.77 | (2,273,294.92) | (2,573,180.89) |
| Fund Balance: 06/30/2015 | 18,318,788.53 | 2,075,013.43 | 226,291.82 | 1,430,351.03 | 569,337.20 | - | 520,334.27 | 22,913,824.46 | 23,140,116.28 |
| Fund Balance: 07/31/2015 | \$ 16,429,067.15 | \$ 1,994,577.47 | \$ (73,594.15) | \$ 1,190,362.75 | \$ 506,135.13 | \$ - | \$ 520,387.04 | \$ 20,640,529.54 | \$ 20,566,935.39 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
 STATEMENT OF FINANCIAL POSITION
 ALL FUNDS
 JULY 31, 2015

| | 10 | 20 | 30 | 40 | 50 | 60 | 70 | Total Operating | Total All Funds |
|---|----------------------|---------------------|--------------------|---------------------|-------------------|------------------|-------------------|----------------------|----------------------|
| | Education | Oper. & Maint. | Debt Services | Transportation | IMRF/SS | Capital Projects | Working Cash | | |
| ASSETS | | | | | | | | | |
| US Bank - AP | 1,143,722.31 | (1,692.03) | (73,594.15) | 987.99 | 613.23 | - | - | 1,143,631.50 | 1,070,037.35 |
| US Bank - Payroll | 10,904.68 | 872.32 | - | 812.10 | 216.29 | - | - | 12,805.39 | 12,805.39 |
| US Bank - RevTrak | 191,293.75 | - | - | - | - | - | - | 191,293.75 | 191,293.75 |
| PMA - LIQ | 362,523.52 | 2,473.39 | - | 1,702.11 | - | - | 1,022.28 | 367,721.30 | 367,721.30 |
| PMA - MAX | 12,017.76 | 46,112.23 | - | 64.07 | 21,561.35 | - | - | 79,755.41 | 79,755.41 |
| PMA - Fixed Rate Investments | 14,326,079.50 | 1,946,811.56 | - | 1,186,796.48 | 483,744.26 | - | 519,364.76 | 18,462,796.56 | 18,462,796.56 |
| IIIT | 19,357.99 | - | - | - | - | - | - | 19,357.99 | 19,357.99 |
| Bank Financial | 89,115.08 | - | - | - | - | - | - | 89,115.08 | 89,115.08 |
| Fifth Third Securities | 248,000.00 | - | - | - | - | - | - | 248,000.00 | 248,000.00 |
| Imprest Fund | 38,504.19 | - | - | - | - | - | - | 38,504.19 | 38,504.19 |
| Petty Cash | 500.00 | - | - | - | - | - | - | 500.00 | 500.00 |
| TOTAL ASSETS | 16,442,018.78 | 1,994,577.47 | (73,594.15) | 1,190,362.75 | 506,135.13 | - | 520,387.04 | 20,653,481.17 | 20,579,887.02 |
| LIABILITIES & FUND BALANCE | | | | | | | | | |
| LIABILITIES | | | | | | | | | |
| Accounts Payable | 18,974.48 | - | - | - | - | - | - | 18,974.48 | 18,974.48 |
| Dental Insurance Payable | (1,303.10) | - | - | - | - | - | - | (1,303.10) | (1,303.10) |
| Flex Spending Account Payable | (1,724.19) | - | - | - | - | - | - | (1,724.19) | (1,724.19) |
| P-Card Payable | (2,995.56) | - | - | - | - | - | - | (2,995.56) | (2,995.56) |
| Total Liabilities | 12,951.63 | - | - | - | - | - | - | 12,951.63 | 12,951.63 |
| FUND BALANCE | | | | | | | | | |
| Fund Balance | 16,429,067.15 | 1,994,577.47 | (73,594.15) | 1,190,362.75 | 506,135.13 | - | 520,387.04 | 20,640,529.54 | 20,566,935.39 |
| Total Fund Balance | 16,429,067.15 | 1,994,577.47 | (73,594.15) | 1,190,362.75 | 506,135.13 | - | 520,387.04 | 20,640,529.54 | 20,566,935.39 |
| TOTAL LIABILITIES & FUND BALANCE | 16,442,018.78 | 1,994,577.47 | (73,594.15) | 1,190,362.75 | 506,135.13 | - | 520,387.04 | 20,653,481.17 | 20,579,887.02 |

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LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
TREASURER'S REPORT
ALL FUNDS
JULY 31, 2015

CASH BALANCE PER BOOKS

| | |
|----------------------------|---------------------------------------|
| Educational Fund | 16,440,312.54 |
| Operations and Maintenance | 1,996,283.71 |
| Debt Service Fund | (73,594.15) |
| Transportation Fund | 1,190,362.75 |
| Retirement Fund | 506,135.13 |
| Capital Projects Fund | - |
| Working Cash Fund | <u>520,387.04</u> |
| TOTALS: | <u><u>\$ 20,579,887.02</u></u> |

BANK BALANCES & INVESTMENTS

| | |
|-------------------------------------|---------------------------------------|
| US Bank - AP | |
| Statement Balance | 1,442,242.01 |
| Less: Outstanding Checks | <u>372,204.66</u> |
| | \$ 1,070,037.35 |
| US Bank - Payroll | |
| Statement Balance | 15,423.49 |
| Less: Outstanding Checks | <u>2,834.39</u> |
| | \$ 12,589.10 |
| US Bank - Other | |
| RevTrak Account Balance | \$ 191,293.75 |
| Imprest | 40,056.54 |
| Petty Cash | 500.00 |
| Less: Outstanding Imprest Checks | 1,552.35 |
| | <u>230,297.94</u> |
| PMA Financial Network | |
| ISDLAF - LIQ | 367,937.59 |
| ISDLAF - MAX | 79,755.41 |
| Fixed Rate Investments | <u>18,462,796.56</u> |
| | \$ 18,910,489.56 |
| Other | |
| Illinois Inst Investors Trust - CMF | 19,357.99 |
| Bank Financial - Money Market | 89,115.08 |
| Fifth Third Securities | <u>\$ 248,000.00</u> |
| TOTALS: | <u><u>\$ 20,579,887.02</u></u> |

Certified by:



Dan Stanley, Treasurer

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103
STATEMENT OF FINANCIAL ACTIVITY
ACTIVITY FUNDS
MONTH ENDED JULY 31, 2015

| Account | Beginning Balance | Deposits | Withdrawals | Ending Balance |
|------------------------|----------------------|-------------|-------------|-------------------|
| Bank Interest | 141.17 | 6.40 | | 147.57 |
| District Convenience | 124.63 | | | 124.63 |
| DW - Convenience | 21.84 | | | 21.84 |
| DW-Minecraft Lab | - | | | - |
| DW - NJHS | 1,108.01 | | | 1,108.01 |
| DW - Scholarship | 591.63 | | | 591.63 |
| DW - Student Council | 5,824.94 | | | 5,824.94 |
| DW - Toys for Tots | 144.51 | | | 144.51 |
| DW - Wright Track Club | - | | | - |
| DW - Yearbook | 34,627.33 | | | 34,627.33 |
| HD - Convenience | 420.15 | | | 420.15 |
| HD - Student Council | 3,063.61 | | | 3,063.61 |
| HD - Yearbook | 22,737.86 | | | 22,737.86 |
| SP - Convenience | 293.95 | | | 293.95 |
| SP - Yearbook | 5,754.01 | | | 5,754.01 |
| Total Accounts | 74,853.64 | 6.40 | - | 74,860.04 |

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

INVESTMENT PORTFOLIO

JULY 31, 2015

| Investment Type | Settle Date | Maturity Date | # of Days | Institution | Cost | Rate |
|-------------------------------|------------------|------------------|-------------|--|---------------------|---------------|
| Money Market | 7/31/2015 | 7/31/2015 | | ISDLAF+ LIQ Account | \$367,937.59 | 0.010% |
| Money Market | 7/31/2015 | 7/31/2015 | | Illinois Portfolio, IIIT Class | \$19,357.99 | 0.020% |
| Money Market | 7/31/2015 | 7/31/2015 | | ISDLAF+ MAX Account | \$79,755.41 | 0.040% |
| Money Market | 7/31/2015 | 7/31/2015 | | Bank Financial Public Funds | \$89,115.08 | 0.200% |
| Money Market | 7/31/2015 | 7/31/2015 | | Savings Deposit Account - RBS Citizens Bank | \$3,005,082.38 | 0.090% |
| Certificate of Deposit | 3/17/2015 | 8/11/2015 | 147 | ENTERPRISE BANK & TRUST | \$249,800.00 | 0.130% |
| Certificate of Deposit | 3/17/2015 | 8/11/2015 | 147 | TEXAS CAPITAL BANK | \$249,800.00 | 0.130% |
| Term Series | 6/5/2015 | 8/19/2015 | 75 | ISDLAF+ TERM SERIES - 20150819AA02 | \$1,100,000.00 | 0.100% |
| Term Series | 6/12/2015 | 9/14/2015 | 94 | ISDLAF+ TERM SERIES - 20150914AC02 | \$800,000.00 | 0.110% |
| Term Series | 7/2/2015 | 10/1/2015 | 91 | ISDLAF+ TERM SERIES - 20151001AB02 | \$600,000.00 | 0.100% |
| Certificate of Deposit | 6/4/2015 | 10/9/2015 | 127 | THE FIRST, NA | \$249,800.00 | 0.126% |
| Certificate of Deposit | 6/4/2015 | 10/9/2015 | 127 | WESTERN ALLIANCE BANK / TORREY PINE | \$249,800.00 | 0.120% |
| Term Series | 6/12/2015 | 10/14/2015 | 124 | ISDLAF+ TERM SERIES - 20151014AA02 | \$1,550,000.00 | 0.110% |
| Certificate of Deposit | 4/23/2015 | 10/22/2015 | 182 | BANK OF CHINA | \$249,800.00 | 0.157% |
| Certificate of Deposit | 6/12/2014 | 12/9/2015 | 545 | MIDLAND STATES BANK | \$51,300.00 | 0.205% |
| Certificate of Deposit | 6/12/2014 | 12/9/2015 | 545 | ROCKFORD B&TC | \$248,700.00 | 0.343% |
| Certificate of Deposit | 6/11/2015 | 1/12/2016 | 215 | ORRSTOWN BANK | \$249,600.00 | 0.151% |
| Certificate of Deposit | 6/11/2015 | 1/12/2016 | 215 | PATRIOT BANK | \$151,000.00 | 0.151% |
| Certificate of Deposit | 6/11/2015 | 1/12/2016 | 215 | LUANA SAVINGS BANK | \$249,700.00 | 0.150% |
| Certificate of Deposit | 6/11/2015 | 1/12/2016 | 215 | CENTRUE BANK | \$249,700.00 | 0.151% |
| Term Series | 7/2/2015 | 2/3/2016 | 216 | ISDLAF+ TERM SERIES - 20160203AB02 | \$600,000.00 | 0.130% |
| Term Series | 7/2/2015 | 3/3/2016 | 245 | ISDLAF+ TERM SERIES - 20160303AA02 | \$500,000.00 | 0.140% |
| DTC CD | 9/17/2014 | 3/17/2016 | 547 | CAPITAL ONE BANK (USA), na | \$249,492.18 | 0.418% |
| Certificate of Deposit | 6/11/2015 | 3/24/2016 | 287 | MAINSTREET BANK | \$248,900.00 | 0.301% |
| Certificate of Deposit | 6/11/2015 | 3/24/2016 | 287 | FINANCIAL FEDERAL BANK | \$249,300.00 | 0.300% |
| Certificate of Deposit | 6/29/2015 | 3/24/2016 | 269 | BANK OF VIRGINIA | \$249,600.00 | 0.180% |
| Certificate of Deposit | 6/11/2015 | 4/12/2016 | 306 | ENERBANK USA | \$249,200.00 | 0.300% |
| Certificate of Deposit | 6/11/2015 | 4/12/2016 | 306 | AFFILIATED BANK | \$99,200.00 | 0.301% |
| Certificate of Deposit | 6/12/2015 | 4/12/2016 | 305 | BANCO POPULAR NORTH AMERICA | \$84,000.00 | 0.230% |
| Certificate of Deposit | 6/12/2015 | 4/12/2016 | 305 | BANCO POPULAR NORTH AMERICA | \$83,000.00 | 0.230% |
| Certificate of Deposit | 6/12/2015 | 4/12/2016 | 305 | BANCO POPULAR NORTH AMERICA | \$82,000.00 | 0.230% |
| Certificate of Deposit | 6/29/2015 | 4/12/2016 | 288 | ADIRONDACK BANK | \$249,400.00 | 0.255% |
| Certificate of Deposit | 6/29/2015 | 4/12/2016 | 288 | TALMER BANK AND TRUST | \$249,500.00 | 0.248% |
| Certificate of Deposit | 6/4/2015 | 4/20/2016 | 321 | AFFILIATED BANK | \$150,000.00 | 0.192% |
| Certificate of Deposit | 6/4/2015 | 4/20/2016 | 321 | PACIFIC WESTERN BANK | \$249,500.00 | 0.200% |
| Certificate of Deposit | 6/4/2015 | 4/20/2016 | 321 | PRIVATE BANK - MI | \$249,500.00 | 0.206% |
| Certificate of Deposit | 6/4/2015 | 4/20/2016 | 321 | BANK 7 | \$249,500.00 | 0.206% |
| Certificate of Deposit | 5/21/2015 | 4/20/2016 | 335 | FIRST COMMONS BANK NA | \$249,300.00 | 0.304% |
| Certificate of Deposit | 4/23/2015 | 4/22/2016 | 365 | ONEWEST BANK, NA | \$248,300.00 | 0.351% |
| Certificate of Deposit | 6/4/2015 | 5/10/2016 | 341 | IDB BANK - NY | \$249,300.00 | 0.292% |
| Certificate of Deposit | 6/4/2015 | 5/10/2016 | 341 | CFG COMMUNITY BANK | \$249,400.00 | 0.243% |
| Certificate of Deposit | 6/4/2015 | 5/10/2016 | 341 | BANK OF THE OZARKS | \$249,500.00 | 0.211% |
| Certificate of Deposit | 6/4/2015 | 5/10/2016 | 341 | EAST BOSTON SAVINGS BANK | \$150,000.00 | 0.209% |
| Certificate of Deposit | 4/23/2015 | 5/10/2016 | 383 | BOFI FEDERAL BANK | \$249,100.00 | 0.633% |
| Certificate of Deposit | 5/21/2015 | 5/10/2016 | 355 | MODERN BANK, NATIONAL ASSOCIATION | \$249,100.00 | 0.352% |
| DTC CD | 9/19/2014 | 9/19/2016 | 731 | BMW BANK OF NORTH AMERICA CD | \$248,232.71 | 0.903% |
| DTC CD | 6/11/2014 | 6/12/2017 | 1097 | Discover Bank Certificate of Deposit | \$248,710.21 | 1.003% |
| DTC CD | 6/11/2014 | 6/12/2017 | 1097 | Goldman Sachs Bank USA Certificate of Deposit | \$248,710.21 | 1.003% |
| Certificate of Deposit | 9/26/2014 | 9/26/2017 | 1096 | BANK OF THE WEST | \$241,800.00 | 1.119% |
| DTC CD | 5/28/2015 | 5/29/2018 | 1097 | American Express Centurion Bank Cert of Dep. | \$248,700.69 | 1.304% |
| Security | 9/26/2014 | 6/13/2018 | 1356 | Federal Home Loan Mortgage Corporation Note | \$243,109.87 | 1.260% |
| DTC CD | 6/18/2015 | 6/18/2018 | 1096 | Ally Bank Certificate of Deposit | \$248,694.35 | 1.454% |
| DTC CD | 6/22/2015 | 6/22/2018 | 1096 | Comenity Capital Bank / World Financial Capita | \$249,330.96 | 1.355% |
| DTC CD | 10/1/2014 | 10/1/2018 | 1461 | Sallie Mae Bank Certificate of Deposit | \$247,883.90 | 1.807% |
| Security | 6/5/2014 | 5/30/2019 | 1820 | Federal Home Loan Mortgage Corporation Note | \$499,392.93 | 1.564% |
| DTC CD | 10/17/2014 | 10/2/2019 | 1811 | American Express Bank Certificate of Deposit | \$248,056.17 | 2.060% |
| Certificate of Deposit | 7/17/2015 | 7/17/2020 | 1827 | Synchrony Bank Retail CD | \$248,000.00 | 2.250% |

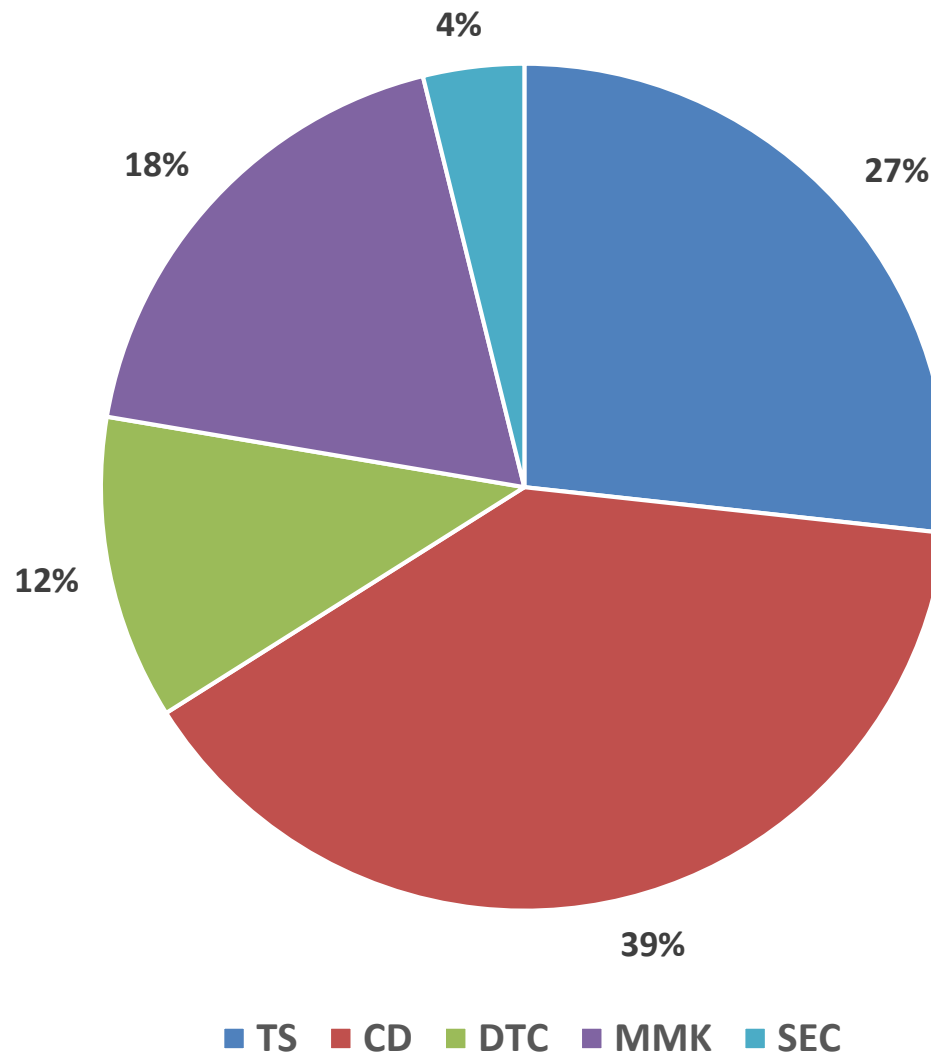
19,266,962.63

Weighted Yield 1.085%
 Weighted Maturity 346.62

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

INVESTMENT TYPE

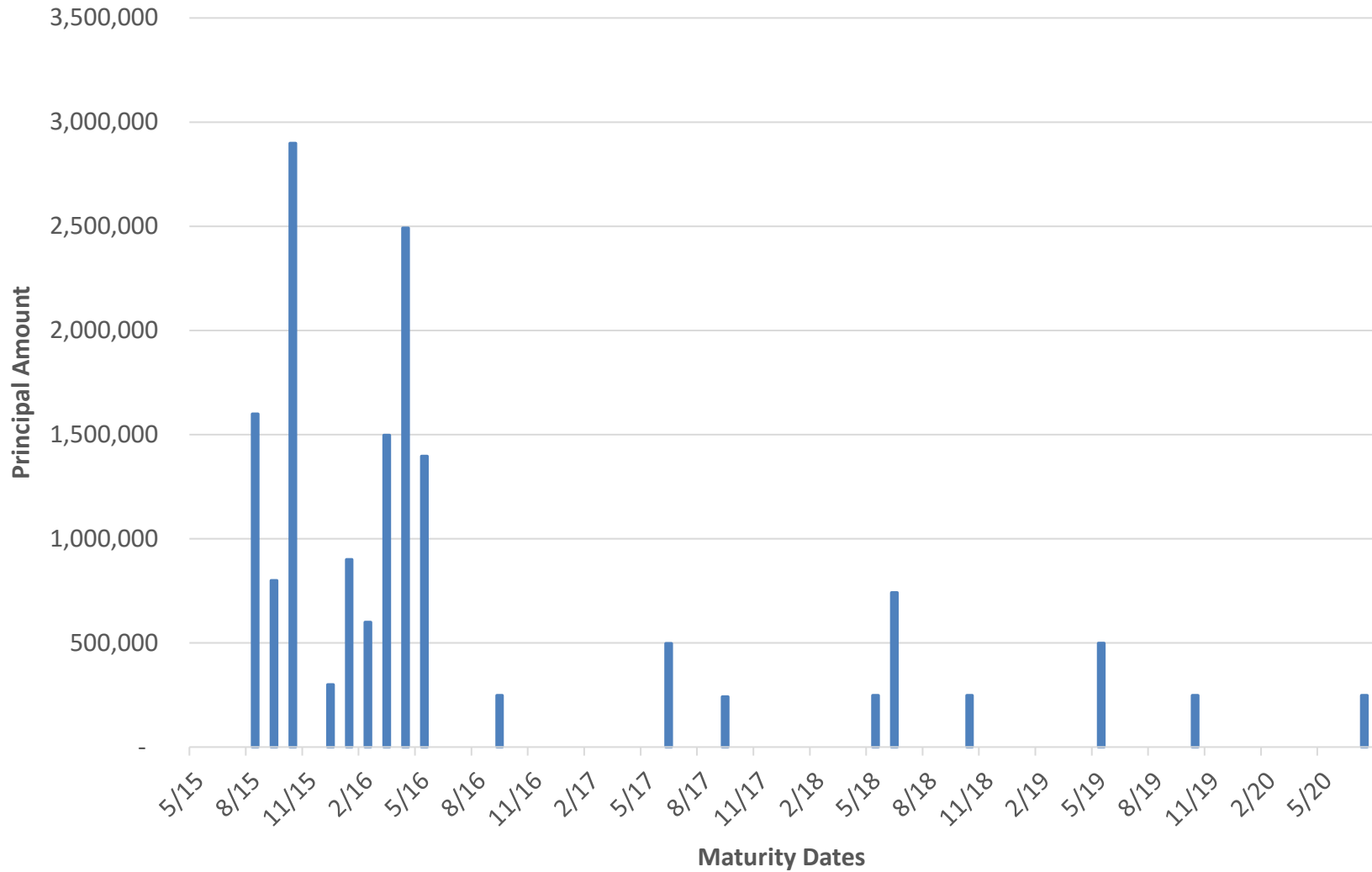
JULY 31, 2015



LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

MATURITY DATES

JULY 31, 2015



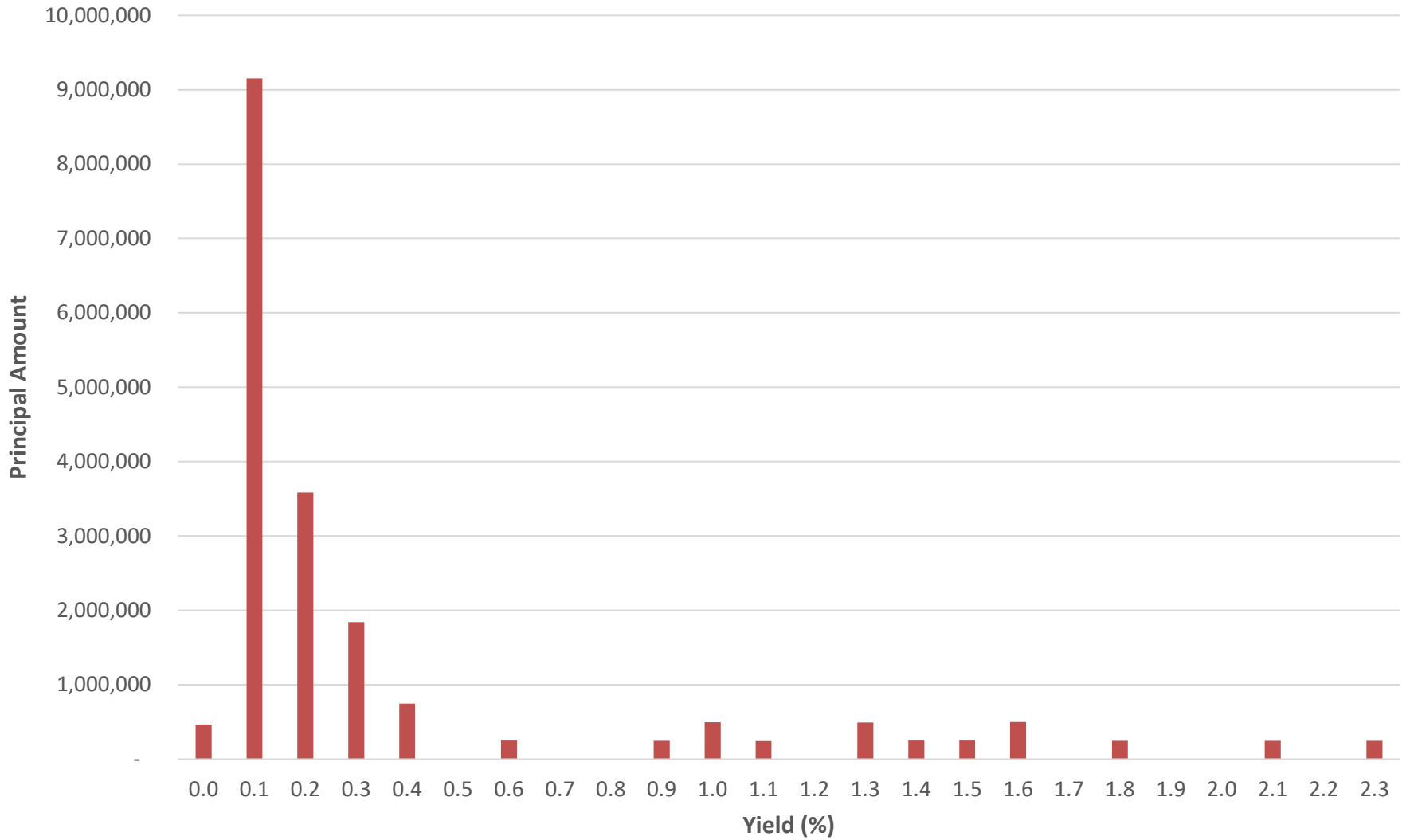
320

LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

INTEREST RATES

JULY 31, 2015

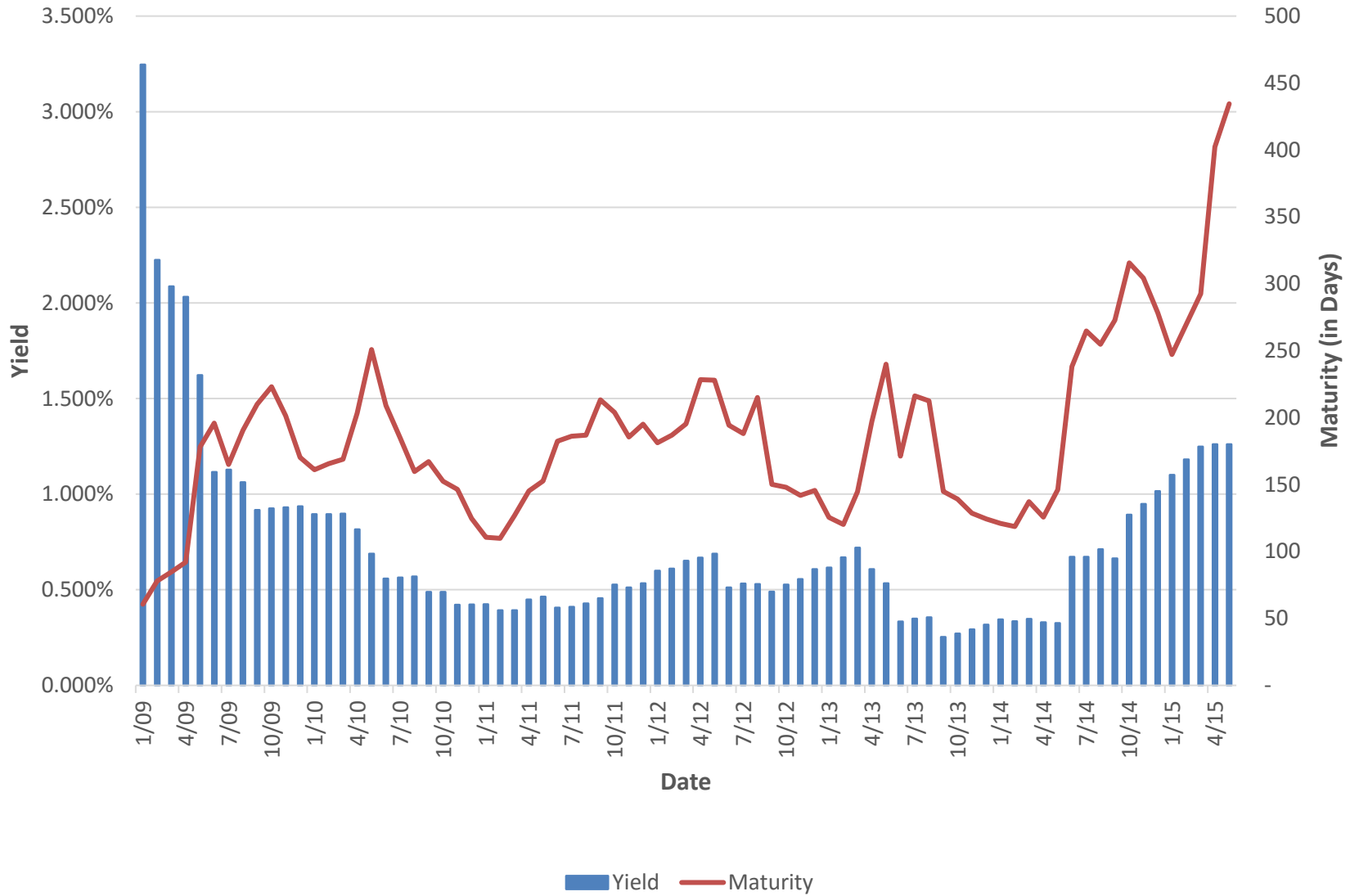
321



LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

WEIGHTED YIELD VS. MATURITY HISTORY

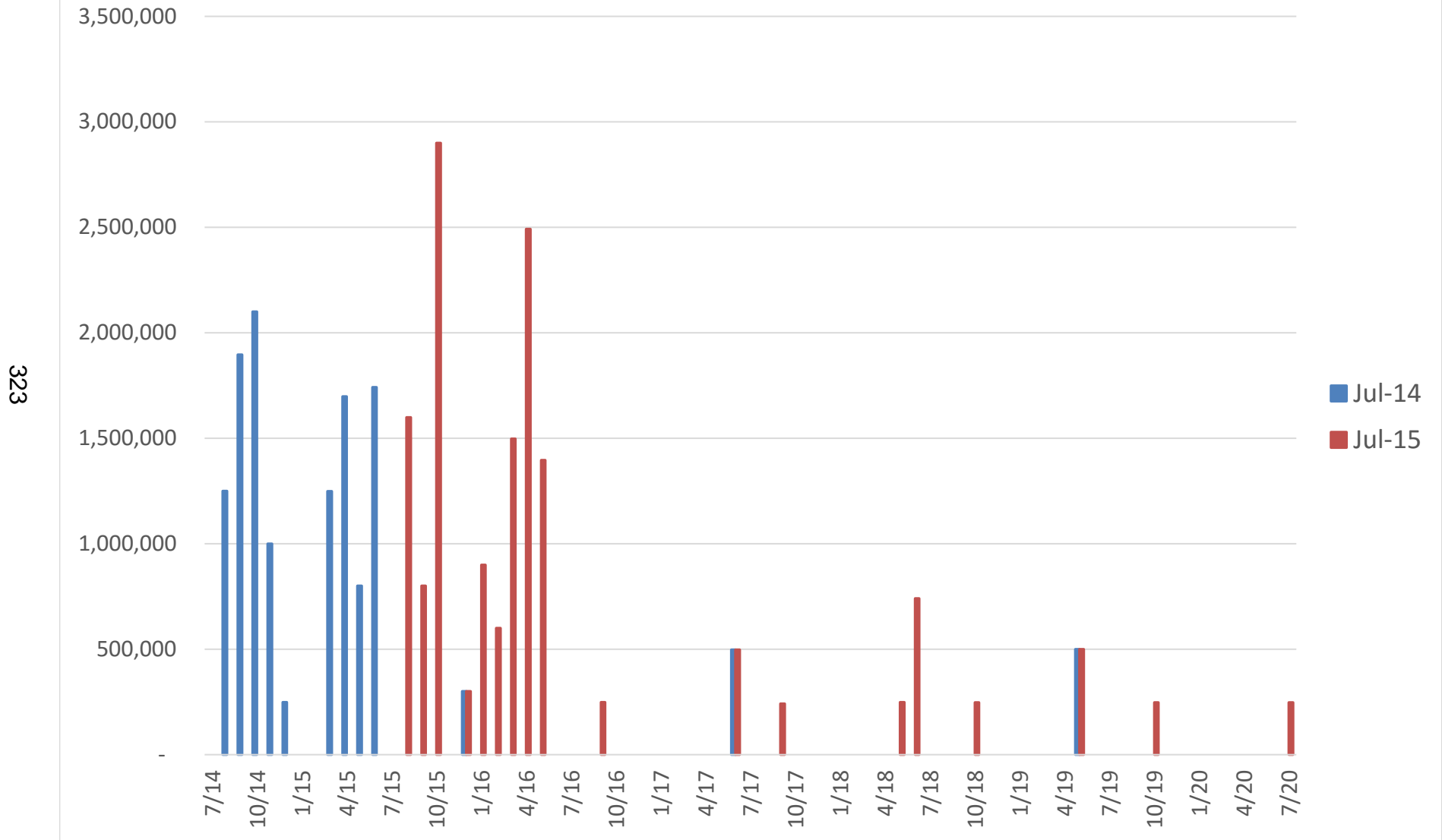
322



LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

MATURITY DATES

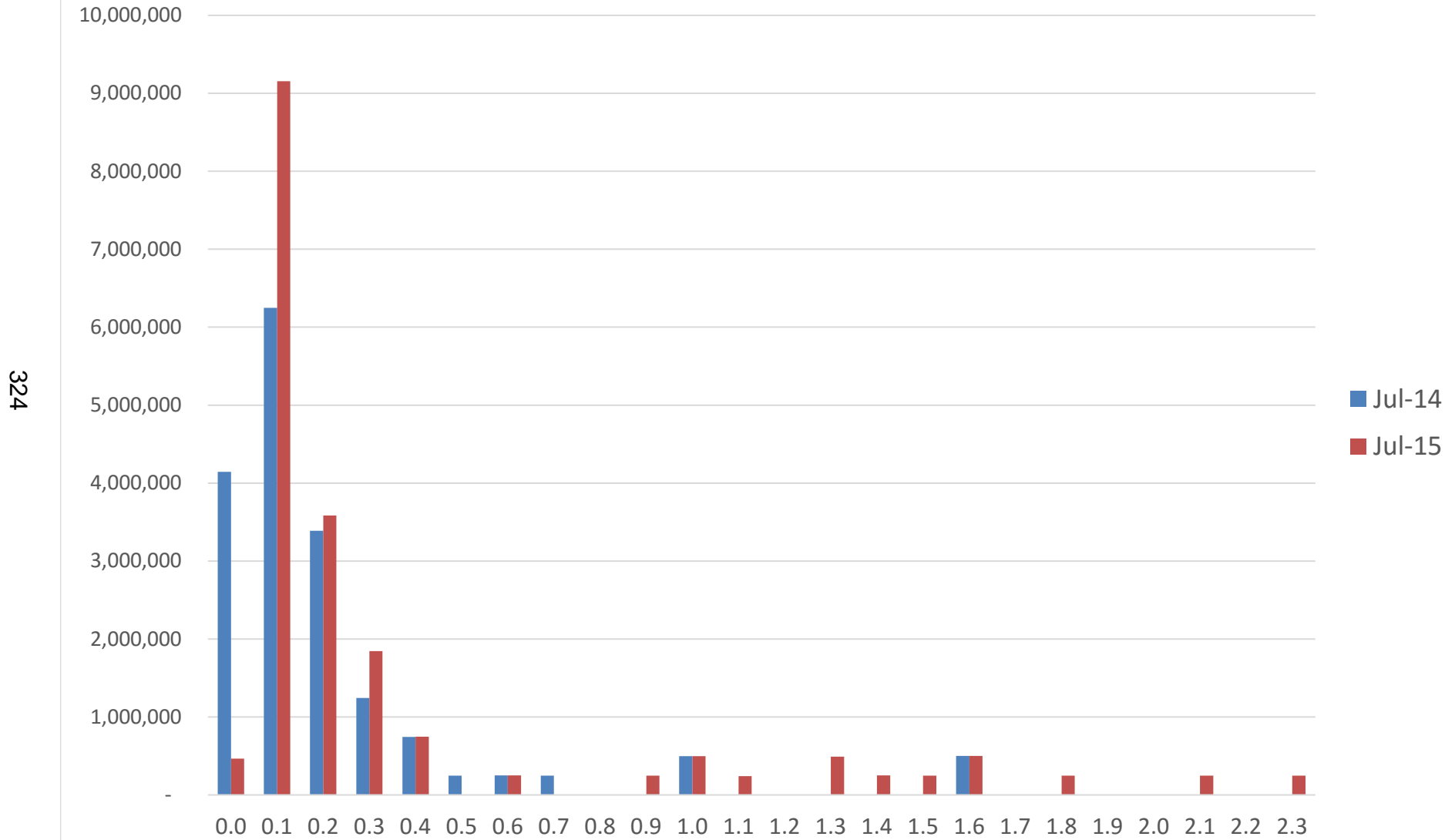
July 2015 vs. July 2014



LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

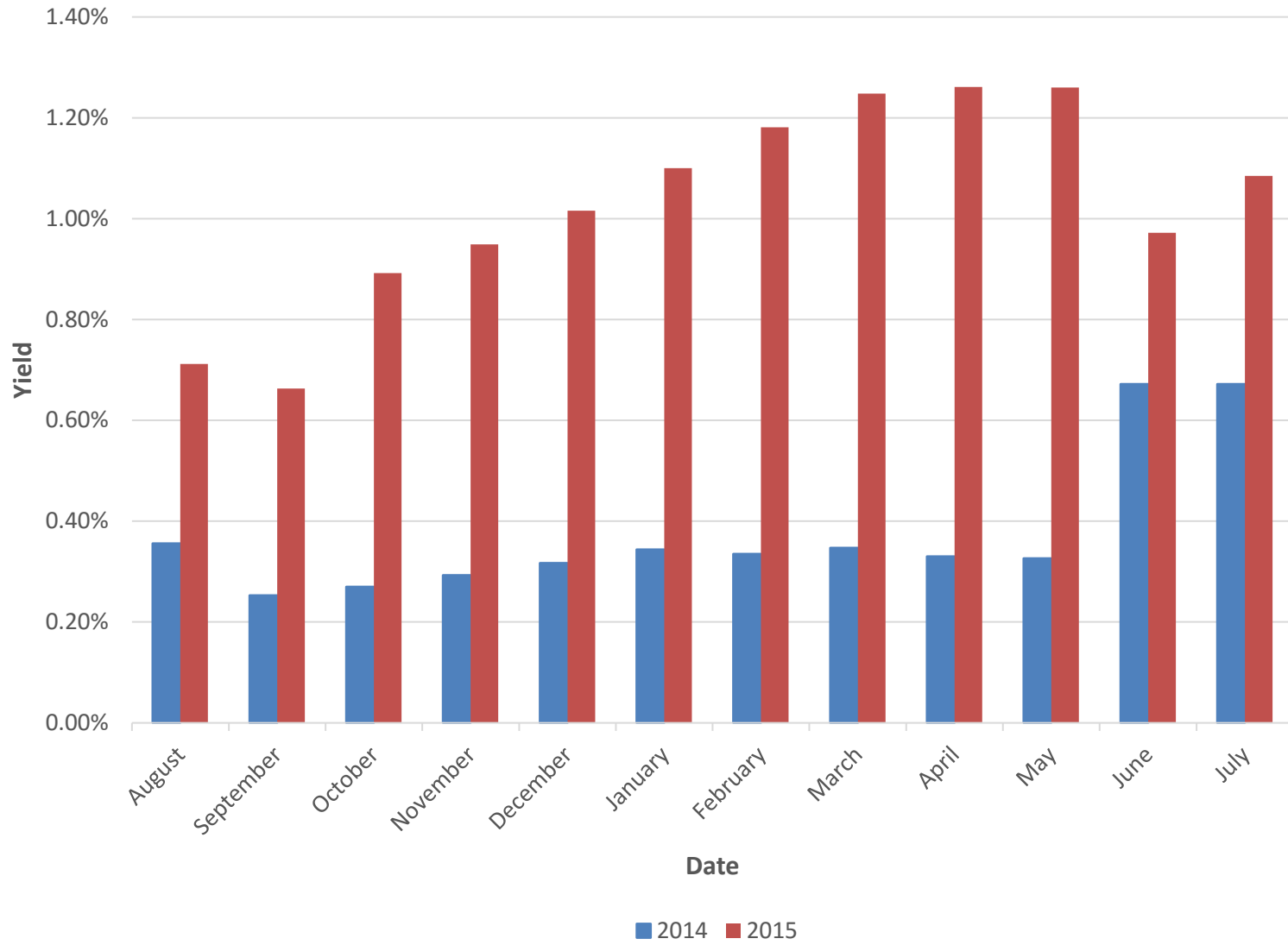
INTEREST RATES

July 2015 vs July 2014



LINCOLNSHIRE-PRAIRIE VIEW ELEMENTARY SCHOOL DISTRICT NO. 103

Weighted Yield 2015 vs. 2014



325



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: Katie Reynolds, Assistant Superintendent of Teaching and Learning
Julie Postma, Director of Student Services
CC: Dr. Scott Warren
Date: August 20, 2015
Re: Executive Summary

Curriculum & Instruction

- The Parent-Student Handbook has been revised for the 2015-2016 school year. A copy of the new version has been included as an attachment. Each year the district uses the Illinois Principals Association Model Student Handbook as a guide for required and suggested revisions. The three required changes for 2015&2016 are listed below:
 - Prevention of and Response to Bullying, Intimidation and Harassment Updates the definition of bullying and other requirements due to Public Acts 98-669 (effective 6/26/14) and 98-801 (Effective 1-1-15)
 - Sexual Harassment and Teen Dating Violence Prohibited This NEW handbook procedure simply takes the sexual harassment and teen dating violence handbook language out of Handbook 6.40 and creates a new section.
 - Extracurricular Athletic This handbook procedure was updated to reflect changes mandated by Public Act 98-669 and to comply with changes to PRESS.

In addition the IPA resources, all building and central office administrators review sections of the handbook specific to their role and/or building. The handbook made available to parents electronically via the District website.

- The administrative team has developed the 2015-2016 District Assessment Schedule. There are three changes to the assessment schedule. First, CogAt has been added to the fall for grades 1-8. Since this is the first year the district is administering the assessment all students will be assessed, except kindergarten students, to obtain a baseline score. Moving forward in the 16/17 school year the district will assess students in first, third and fifth grade. Secondly, the number of scheduled PARCC windows has been reduced to reflect the changes made by ISBE. Finally, since the amount of PARCC testing time has been reduced

administrators agreed it would be best to bring back the spring administration of reading and math MAP assessments for grades 3 & 8 and the spring reading assessments for students in grades 4-7. This year the district will review the AIMSWEB assessment to determine if it provides the type of data teachers and administrators need. Other assessments will be reviewed at the same time such as STAR and NWEA's Skills Navigator.

| Dates | Assessment | Who |
|--|---|--|
| Fall | CogAT | Grades 1-8 (15/16 year only, Grades 1,3,5 beginning in 16/17) |
| Fall, Winter, Spring | AIMSWEB (RCBM Reading Fluency & MCAP) | K-5 |
| September 8, 2015 to September 25, 2015 | Fall MAP (Reading and Math) | Grades 3-8 |
| January 11, 2016 to January 22, 2016 | Winter MAP (Reading and Math) | Selected Students |
| April 18, 2015 to May 6, 2015 | Spring MAP (Reading and Math) | Grades 2-8 |
| January 11, 2016- February 12, 2016 | ACCESS | K-8 ELL students only |
| The test window will be 30 days and will extend from when roughly 75 percent of the school year is complete to the 90 percent mark. Most schools will complete testing in one to two weeks during that window. (March/April) | PARCC | Grades 3-8 |
| Unknown | DLM | Students with significant cognitive disabilities who would be unable to demonstrate their knowledge on PARCC |

- In July all staff were made aware of the required Global Compliance Network trainings they are required to complete prior to November 15, 2015. All staff members have various training modules to complete. The topic include: Blood Born Pathogens, Sexual Harassment, Diabetes, Concussions, School Bus Driver Safety, Hazard Communications, Suicide Prevention, Anaphylaxis & Anaphylactic Shock, and Ethics and Boundaries for School Employees.

- New Staff Orientation was held Monday, August 10th and Tuesday, August 11th, 2014. Nine certified staff members participated in the orientation, which was held at Daniel Wright School. New staff members were introduced to district and building administration, members of PTO, Music Boosters, LFF, Board of Education, the Association Presidents, and the Rivershire Coordinator. Topics for presentations included; how to create classroom environments that embrace 21st Century learning, the role of student services, technology, the mission of Rivershire, the role of the PTO, Music Boosters and LFF, My Learning Plan, AESOP and Talent Ed. Evaluation results were very positive for both days. On Wednesday, August 13th staff met with building principals at their assigned buildings for building specific training.

Special Education

- Much effort has gone into ensuring a smooth start for our students with special needs. Some examples of those efforts by staff and administration include: summer curriculum and planning workshops, articulation between teachers; training for associates; training for staff; collaboration with general education teachers; establishing initial service schedules; coordinating student schedules; ensuring safe transportation and access in buildings; preparing materials and much more. Everyone is excited for the start of the new year and looking forward to supporting our students.
- We are starting the year with openings for associates in our special education program at Daniel Wright. We are continuing to interview and pursue hiring of staff that will continue to make our programs so successful. Our Guided Program had four associates resign late in the summer to take certified positions. We are excited for them. We are using substitutes at this time and have made some progress with permanently filling those positions.
- There continue to be several cases that are requiring support from legal counsel and significant resources. These situations involve students who require very specialized programming.
- The ELC has had a wonderful start. As with any new endeavor, there are many pieces to ensure this will be successful. As we had dreamed, the collaborative has increased the collaboration and teaming between the three districts. Megan Clarke, ELC Executive Director, has been amazing. She has demonstrated so many strengths. As a “member district” we have benefited from her supportive and collaborative nature, her dedication to ensuring students get what they need, and her quick thinking, problem solving and acting as new pieces surfaced that needed to be immediately addressed. The transparency and collaborative nature of the relationship of the ELC and the three member districts has exceeded expectations.

District



103

Parent - Student Handbook

2015/2016



**Lincolnshire-Prairie View
School District 103**

1370 N. Riverwoods Road

Lincolnshire, IL 60069

(847) 295-4030 phone

(847) 295-9196 fax

Ask103@d103.org

www.d103.org

www.facebook.com/District103

[https://Twitter.com/District103](https://twitter.com/District103)

INTRODUCTION

We are pleased to provide the School District 103 *Parent/Student Handbook* for 2015/2016. The Board of Education, administration, and staff are dedicated to providing the best possible instructional program for every student. The more parents and students are aware of the goals, aspirations and operations of their schools, the greater the possibility for mutual cooperation and positive support for one another.

Within the following pages you will find some of our District's regulations, an explanation of the various services we provide, as well as our expectations for the education of your child. We hope you will find this information to be valuable. This handbook is a summary of Board policies and procedures governing the District and is not a comprehensive statement of school procedures. The Board's comprehensive policy is available to the public at the District 103 Administration office and is also accessible online at www.d103.org. This handbook may be amended during the year without notice. All persons who are expected to execute and comply with policies and procedures will be notified. All parents/guardians and students are required to indicate their review of the Parent/Student Handbook to promote a better understanding of our school rules and expectations.

We look forward to serving you and your children throughout the school year. We welcome your suggestions and concerns, so that we can provide the educational program you expect for your children.

Lincolnshire-Prairie View School District 103
Board of Education

District 103 Background

Lincolnshire-Prairie View School District 103 is a nationally recognized, award-winning elementary district located in Lake County, IL. The school district serves approximately 1,750 students from the communities of Lincolnshire and Prairie View and portions of Buffalo Grove, Vernon Hills, Mettawa, Riverwoods and Lake Forest.

The District serves students through three schools: Laura B. Sprague School for students in Early Childhood-grade 2; Half Day School for students in grades 3-4; and Daniel Wright Junior High School for students in grades 5-8. The administrative center for the District is located at 1370 N. Riverwoods Road in Lincolnshire, IL. For more information about District 103 and its award winning schools, contact (847) 295-4030, visit www.d103.org, or send an e-mail message to Ask103@d103.org. Like our page on Facebook at www.facebook.com/District103, and follow us on Twitter at <https://twitter.com/District103>.



Welcome to School District 103!

MISSION STATEMENT

Our Board of Education and school community are committed to this mission:

To provide innovative learning experiences which empower each student to excel and make a difference in a diverse and interconnected world.

CORE VALUES

- Academic Excellence
- Meeting Individual Student Needs
- Social Responsibility
- Global Preparedness
- Continuous Improvement
- Safe and Healthy Environment
- Long Term Perspective
- Partnership Among All Stakeholders

VISION 2020 - STRATEGIC PLANNING

Vision 2020 is the framework through which the district supports its schools to ensure the academic success of each student. The vision, focus areas of study, and goals set forth by the Board of Education and the Superintendent form the core of the strategic plan. In the fall of 2014, District 103 facilitated a strategic planning process to help guide the work of the district for the next 5 years. Five focus areas were determined by the Board of Education:

1. Curriculum, Instruction and Assessment
2. Culture and Climate
3. Facilities
4. Transportation and Student Schedules
5. Financial Sustainability

District 103 invited and encouraged members of the learning community to be part of this important planning process. The Vision 2020 document is accessible on the district website at www.d103.org/vision2020.



SCHOOL DISTRICT 103 HONORS & AWARDS

U.S. Department of Education

All three District 103 schools are nationally recognized for excellence in education as Blue Ribbon Schools.

National Board Certification®

Twenty-one District 103 staff members have achieved this prestigious recognition from the National Board for Professional Teaching Standards.

Academic Excellence Awards

District 103 schools have received this distinction as Illinois Honor Roll Schools. Half Day School also received the distinction for 2013.

Golden Apple Awards

Two teachers were previously honored as Golden Apple Award winners. One principal has been recognized with the Stanley C. Golder Leadership Award honoring exemplary performance.

Symetra Heroes in the Classroom

Three teachers across our district have been recognized with this award for outstanding leadership and instructional skills.

Financial Recognition

District 103 has earned the Financial Recognition Award, the highest possible, from the State of Illinois for 11 consecutive years.

SCHOOL DISTRICT 103 ACHIEVEMENT

District & School Report Cards

In March 2014, students in grades 3-8 participated in the Illinois Standards Achievement Test (ISAT) in reading and mathematics. Students in grades 4 and 7 also completed tests in science.

Students in District 103 and each of its schools performed extremely well on the 2014 ISATs. As a District, 91% of all students performed in the meets or exceeds categories in the area of reading, while 93% of our students performed in the meets or exceeds category in mathematics.

Web links to the District and school report cards are available on the District website at www.d103.org under the "About Us" tab. The 2015 School Report Cards will not be available from the State until the end of October. An interactive resource for comparisons is available at <http://illinoisreportcard.com/>.

Board Of Education

| | |
|------------------------------|------|
| Gary Gordon, President | 2019 |
| Chris Curtis, Vice President | 2019 |
| Malathay Dwaraknath | 2017 |
| Kate Harper | 2017 |
| Sandy Simon | 2017 |
| Sherri Thomas | 2017 |
| Anne van Gerven | 2017 |

(The year following each board member’s name indicates the end of the term of service.)

The Board of Education represents and serves the residents of the community in an effort to provide the best educational program possible for our young people.

The Board determines policies and long-range district performance goals, employs and supervises the superintendent, responds to recommendations regarding curriculum, major projects, personnel and facilities, and adopts a yearly budget.

The Board of Education holds regular meetings on the third Tuesday of each month at 7:00 p.m., unless noted otherwise. Board meetings are held in the Learning Center of Daniel Wright Junior High School, 1370 N. Riverwoods Road, Lincolnshire, IL, unless noted otherwise. Agendas, Minutes, Board policies, and participation guidelines are regularly updated and available on the District 103 website: www.d103.org. Board of Education and Committee of the Whole (denoted with *) meetings for 2015/2016 will be held on the following dates:

- June 30*, 2015
- July 13, 2015
- August 11*, and August 25, 2015
- September 1*, and September 15, 2015
- October 6*, and October 20, 2015
- November 17, 2015
- December 1*, and December 15, 2015
- January 5*, and January 19, 2016
- February 2*, and February 16, 2016
- March 1*, and March 22, 2016
- April 5*, and April 19, 2016
- May 3*, and May 17, 2016
- May 31*, 2016
- June 14, 2016

For more information, please contact the Board Secretary, Norma Taylor, at (847) 295-4030.

Accommodating Individuals with Disabilities

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

CONTACTS - DISTRICT ADMINISTRATION

Administrative Center and Business Office

School District 103
 1370 N. Riverwoods Road
 Lincolnshire, Illinois 60069
 phone: (847) 295-4030
 fax: (847) 295-9196
 URL: <http://www.d103.org>
 email: Ask103@d103.org

- Scott H. Warren**, Ed.D., Superintendent
swarren@d103.org
- Dan Stanley**, Assistant Superintendent for Business
dstanley@d103.org
- Katie Reynolds**, Assistant Superintendent for Curriculum and Instruction
kreynolds@d103.org
- Kendra Perri**, Director of Curriculum
kperri@d103.org
- Julie Postma**, Director of Student Services
jpostma@d103.org
- Gina Finaldi**, Ph.D., Asst. Director of Student Services
gfinaldi@d103.org
- RJ Bialk**, Director of Technology & Assessment
rbialk@d103.org
- Scott Gaunky**, Director of Facilities
sgaunky@d103.org
- Kim Sylvan**, Communications Coordinator
ksylvan@d103.org

District 103 Transportation Center

1370 N. Riverwoods Road
 Lincolnshire, Illinois 60069
Anthony Mendoza, Director
 (847) 295-8258
amendoza@d103.org

CONTACTS (continued)

Laura B. Sprague School

2425 Riverwoods Road
 Lincolnshire, Illinois 60069
 phone: (847) 945-6665
 fax: (847) 945-6718
 absences: (847) 945-6686
 URL: <http://www.sp.d103.org>

EC-Grade 2



Daniel Wright Junior High School

1370 N. Riverwoods Road
 Lincolnshire, Illinois 60069
 phone: (847) 295-1560
 fax: (847) 295-7136
 absences: (847) 604-5280
 URL: <http://www.dw.d103.org>

Grades 5-8



Christine Adler, Ed.D, Principal
cadler@d103.org

Michelle Blackley, Principal
mblackley@d103.org

Half Day School

239 Olde Half Day Road
 Lincolnshire, Illinois 60069
 phone: (847) 634-6463
 fax: (847) 634-1968
 absences: (847) 634-1484
 URL: <http://www.hd.d103.org>

Grades 3-4



Thomas Herion, Assistant Principal
therion@d103.org

Melody Littlefair, Assistant Principal
mittlefair@d103.org

All buildings in School District 103 are handicapped accessible and conform with American Disabilities Act 504.

Jill Mau, Principal
jmau@d103.org

FALL 2015 CURRICULUM NIGHTS FOR PARENTS/GUARDIANS

Sprague School

Early Childhood Sept. 10 6:30 pm (am class)
 Sept. 10 7:15 pm (pm class)
 Grade K Sept. 9 7:00 pm
 Grade 1 Aug. 31 7:00 pm
 Grade 2 Sept. 8 7:00 pm

Half Day School

Grade 3 Aug. 24 6:00 pm
 Grade 4 Aug. 24 7:15 pm

Daniel Wright Junior High School

Grades 5 & 6 Aug. 27 6:30 pm
 Grades 7 & 8 Sept. 3 6:30 pm

SPRING 2016 OPEN HOUSE & PORTFOLIO REVIEWS

Sprague School

Grade K
 AM Class ... May 19 10:30 am
 Full Day K .. May 19 1:40 pm
 Grade 1 May 5 1:40 pm
 Grade 2 May 26 1:40 pm

Half Day School

Grade 3 Apr. 20 6:30 pm
 Grade 4 Apr. 21 6:30 pm

Daniel Wright Junior High School

Grades 5 & 6 Apr. 7 6:30 pm
 Grades 7 & 8 Apr. 7 6:30 pm

ACADEMIC CALENDAR 2015/2016

| | | | |
|--------------|---|----------------|---|
| Aug. 17 | Kindergarten Bus Orientation | Nov. 24-27 | No School - Thanksgiving Holiday |
| Aug. 18 & 19 | No School for Students- Teacher Institute Day | Dec. 21-Jan. 1 | No School - Winter Break |
| Aug. 19 | Classroom Visitation Gr 1 & 2 (8:30-9:30 am) Gr 3 & 4 (8:15-9:15 am) Gr 5 (8:00-9:00 am) | Jan. 4 | School Resumes |
| Aug. 20 | First Day of School (half day of classes) Early Dismissal (Daniel Wright 10:50 am, Half Day & Sprague 12:00 pm) | Jan. 18 | No School - Martin Luther King, Jr. Birthday |
| Aug. 21 | First Full Day of School Grades K-4 (9:00 am-3:30 pm) Grades 5-8 (7:50 am-2:55 pm) Classroom Visitation (Early Childhood) 9:30 am-10:30 am & 1:00 pm-2:00 pm | Jan. 28 | Late Arrival Day (90-minute Late Arrival) |
| Aug. 24 | First Day of School for Early Childhood | Feb. 15 | No School - Presidents' Day |
| Sept. 7 | No School - Labor Day | Feb. 16 | No School - Teacher Institute Day |
| Sept. 14 | No School - Rosh Hashanah | Mar. 7 | No School - Casimir Pulaski Day |
| Sept. 23 | No School - Yom Kippur | Mar. 14 | Early Dismissal-Parent/Teacher Conf: Grades K-4 (9:00 am-12:00 pm) Grades 5-8 (7:50 am-10:50 am) Parent/Teacher Conferences: Grades K-4 (2:00 pm-9:00 pm) Grades 5-8 (2:00 pm-8:00 pm) |
| Oct. 9 | No School - Teacher Institute Day | Mar. 15 | No School for Students Parent/Teacher Conferences: (9:00 am-12:00 pm) |
| Oct. 12 | No School - Columbus Day | Mar. 25 | No School - Good Friday |
| Oct. 22 | Late Arrival Day (90-minute Late Arrival) | Mar. 28-Apr. 1 | No School - Spring Break |
| Nov. 11 | No School - Veteran's Day | Apr. 4 | School Resumes |
| Nov. 19 | Parent/Teacher Conferences in Evening (Daniel Wright 5:00 pm-8:00 pm / Half Day & Sprague 6:00 pm-9:00 pm) | May 27 | Early Dismissal-Professional Development Grades K-4 (9:00 am-12:00 pm) Grades 5-8 (7:50 am-10:50 am) |
| Nov. 23 | Early Dismissal-Parent/Teacher Conf: Grades K-4 (9:00 am-12:00 pm) Grades 5-8 (7:50 am-10:50 am) Parent/Teacher Conferences: Grades K-4 (2:00 pm-9:00 pm) Grades 5-8 (2:00 pm-8:00 pm) | May 30 | No School - Memorial Day |
| | | June 2 | Last Day of School if no emergency days are used |

NEW STUDENT REGISTRATION

Kindergarten

All children in the State of Illinois must be five years of age on or before September 1st in order to be admitted to kindergarten. The child's birth certificate or alternative, as stated at right, must be presented as proof of age and identity.

Grades K-8

Parents may register a new student any time during the year by completing a registration form, presenting either a transfer slip or the most recent report card from the child's former school district, a birth certificate, and proof of residency. Parents will be asked to sign a release form giving District 103 permission to secure the student's record from his or her previous school.

Birth Certificate

Any person enrolling a student in School District 103 for the first time, at any grade level, must provide the school with a certified copy of the student's birth certificate or other reliable proof of the student's identity and age, including an affidavit explaining the inability to produce a copy of the birth certificate. Other reliable proof of the student's identity and age shall include a passport, visa, or other governmental documentation.

Residency Verification

State law requires school districts to verify their students reside within the district's boundaries. We verify residency to help safeguard the investment our constituents make in School District 103.

Homeless Student Registration

When a child loses permanent housing and becomes homeless as defined by law, the child is still eligible to register (see Student Information for more information).

PHYSICAL/DENTAL/VISION EXAMS: REQUIRED HEALTH EXAMINATIONS & IMMUNIZATIONS

All students are required to present appropriate proof that he/she received a health examination and the immunizations against, and screenings for, preventable communicable diseases within one year prior to:

- Entering Kindergarten or the first grade;
- Entering the sixth and ninth grades; and
- Enrolling in an Illinois school for the first time, regardless of the student's grade.

Included as part of the health examination is a diabetes screening (diabetes testing is not required) for students and a statement from a physician assuring assessment or screening for lead poisoning (until the age of six years).

Evidence of immunity against the following diseases must be submitted: Polio, Diphtheria, Pertussis, Tetanus, Measles, Mumps, Rubella, Hepatitis B, Hemophilis Influenza Type B, Varicella, and Meningitis at appropriate intervals.

Failure to comply with the above requirements by the first day of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. New students who register mid-term shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization prior to the first day of school, the student must present, by the first day of school, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Vision Examination

All students entering Kindergarten, or upon first entry to an Illinois school must present proof of an eye examination performed within one year prior to entry into Kindergarten or the Illinois school. Failure to present proof by October 15th allows the school to hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15th. Required medical forms can be found on the district website at <http://www.d103.org/page.cfm?p=2651>.

Dental Examination

All children entering Kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15th of the current school year. Failure to present proof allows the school to hold the child's report card until the student presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15th. Required medical forms can be found on the district website at <http://www.d103.org/page.cfm?p=2651>.

Exemptions

A student will be exempted from the aforementioned requirements for:

- Religious grounds if the student's parent/guardian presents to the school principal a signed statement explaining the objection;
- Medical grounds if a physician provides written verification explaining the medical reasons for exemption;
- Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
- Dental examination requirement if the student's parent/guardian shows an undue burden or lack of access to a dentist.

Sports Physicals

All students enrolled at Daniel Wright Junior High School who participate in any of the interscholastic athletic programs must have on file a recent physical examination indicating the absence of health conditions, which might prohibit very active physical activity.

A current physical examination must be on file in the nurse's office PRIOR to students trying out for any athletic activity at Daniel Wright Junior High School. The sports physical examination is valid for 395 days from the date of the examination. The IESA sports physical form is available on the Daniel Wright web site under "parent" (click on "Health & Wellness Forms"). The Illinois Certificate of Child Health Examination is also an accepted form for sports participation. Required medical forms can be found on the district website at <http://www.d103.org/page.cfm?p=2651>.

FEES AND SUPPLIES 2015/2016

The Board of Education has established the following student school fee schedule:

Early Childhood

\$94.00 registration, technology fees & classroom project fees

Early Childhood Blended

\$2,194.00 registration, technology fees & classroom project fees

Kindergarten (half-day)

\$94.00 registration, technology fees & classroom project fees

Kindergarten (full-day)

\$3,464.00 registration, technology fees & classroom project fees

Grades 1 & 2

\$154.00 registration, technology fees & classroom project fees

Grade 3

\$161.00 registration, technology, assignment notebook and take-home folder fees

Grade 4

\$154.00 registration, technology, assignment notebook and take-home folder fees

Grades 5 & 6

\$151.00 registration, technology, assignment notebook and activity/PASS bus fees

Grade 7

\$151.00 registration, technology, assignment notebook and activity/PASS bus fees

Grade 8

\$170.50 registration, technology, assignment notebook, graduation gown and activity/PASS fees

Co-Curricular Activity Costs

Co-curricular activity costs are covered by the activity/PASS bus fee, which is part of the Daniel Wright Junior High School registration costs.

Gym Uniforms & Locks

Students in grades 7 and 8 may purchase physical educational uniforms and gym locks at cost from the physical education teachers.

Fines, Fees, and Charges; Waiver of Student Fees; Free and Reduced Lunch

The school establishes fees and charges to fund certain school activities. Some students may be unable to pay these fees. Students will not be denied educational services or academic credit due to the inability of their parent or guardian to pay fees or certain charges. Students whose parent or guardian is unable to afford student fees may receive a fee waiver. A fee waiver does not exempt a student from charges for lost and damaged books, locks, materials, supplies, and/or equipment.

Applications for fee waivers may be submitted by a parent or guardian of a student who has been assessed a fee. A student is eligible for a fee waiver if at least one of the following prerequisites is met:

- The student currently lives in a household that meets the free lunch or breakfast eligibility guidelines established by the federal government pursuant to the National School Lunch Act; or
- The student or the student’s family is currently receiving aid under Article IV of the Illinois Public Aid Code (Aid to Families of Dependent Children).

Contact the building principal or the District 103 Administration Office for information regarding the Fee Waiver Policy at (847) 295-4030.

(School Board Policy 4:140)

Pupil Insurance

Parents may purchase accident insurance to provide coverage for pupils in school and while engaged in activities associated with school attendance. You can access insurance information at the District 103 Administration Office or on the virtual backpack at www.d103.org/virtualbackpack.

COMMUNICATIONS & PUBLICATIONS

The most up to date source for events and happenings in District 103 is our website. Be sure to visit and bookmark on your internet browser our sites. They serve as our “go to” sources.

| | |
|-----------------------------------|--|
| District 103: | www.d103.org |
| Laura B. Sprague School: | www.sp.d103.org |
| Half Day School: | www.hd.d103.org |
| Daniel Wright Junior High School: | www.dw.d103.org |

On the district and school home pages, our online calendars and news lists provide timely information about student accomplishments, activities, programs and events.

Communications & Publications *(continued)*

The web pages serve as our “go-to” sources, because we update them frequently with news entries and post program/event flyers daily on the virtual backpack. By subscribing to our calendars and news posts, families are informed about the latest happenings at school and across the district!

We also notify parents by e-mail throughout the school year with a variety of important eNotices (single subject announcements). Additionally, we publish weekly eNewsletters for the district and the schools, and we distribute them by e-mail. At any time, parents and community members may either add or remove their e-mail addresses for receiving our communications. Simply send a request to Ask103@d103.org.

School news and pictorial features, highlights of Board of Education meetings, and other special activities are posted frequently to our web pages and social media sites. Like our page on Facebook at www.facebook.com/District103, and follow us on Twitter at <https://Twitter.com/District103>.

From time to time, your child’s first name may appear with his/her picture in our publications, such as eNewsletters, eNotices, web pages, and/or videos. We take precautions not to post our students’ individually identifying information with photos to the Internet (i.e., our practice is to not post to the web a student’s first name with last name and photo). However, the district does not control the use of our students’ names or images where they are obtained in public venues, such as Board of Education meetings, extracurricular activities, outside programs, or other areas frequented by the general public. Please note, District 103 issues press releases and media alerts to external contacts, who may request to interview, photograph or video students under the supervision of district personnel. Information we release is not sold or provided to commercial or outside organizations. Parents/Guardians who want their child’s name or photo removed from District 103 electronic communications and web pages should complete and submit the Media Participation Opt-Out Form posted on our website at www.d103.org/communications.

Each year (typically in the spring), we publish an Annual Report with test scores and financial reporting information, as well as comparable metrics. The Annual Report is delivered electronically and posted online at www.d103.org/annualreport.

For more about communications in the District or to subscribe to receive our notices, please contact the Communications Coordinator, Kim Sylvan, at (847) 457-9309 or ksylvan@d103.org.

EMERGENCY SCHOOL CLOSINGS

We recognize that families rely on us to keep our schools open, providing that it is safe to do so. In the unlikely event of a school closing (e.g., due to inclement weather), we will notify parents in a number of ways: our web pages; an eNotice; an Emergency Alert notification; and TV/Radio announcements through the Emergency School Closing Center. You can sign up to receive notifications from the Emergency School Closing Center at www.emergency-closingcenter.com. District 103 is transitioning to a new Emergency Alert Notification System, called Skylert, which will integrate with Skyward Family Access. Information about Skylert can be found on our web page at www.d103.org/emergencynotifications.

In the event of severe weather, District 103 school closing announcements will also be made available to the following radio and TV stations:

WBBM (780 AM and 96 FM)
WMAQ (670 AM)
WGN (720 AM) and TV Channel 9
WLS (890 AM)
WKRS (1220 AM) Waukegan

If you should miss the radio announcements, please wait for your notice from the Skylert Notification System. PLEASE DO NOT CALL THE SCHOOL OFFICES. Phoning the schools results in busy phone lines and prevents emergency calls from getting into or out of our school offices. We also post school closing information on the District and school websites.

INTERNET ACCESS GUIDELINES

All use of electronic networks must be consistent with the school’s goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or prescribed behavior by users. However, some specific examples are provided. The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action. Students should not communicate with staff members through any personal social networking sites. Educators are responsible for maintaining the confidentiality and privacy of student information. Adherence to this guideline will help ensure that this requirement is met.

Privileges

The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator or building principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.

Unacceptable Use

The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are:

- Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any state or federal law;
- Unauthorized downloading of software;
- Downloading copyrighted material for other than personal use;
- Using the network for private financial or commercial gain;
- Wastefully using resources, such as file space;
- Hacking or gaining unauthorized access to files, resources, or entities;
- Invading the privacy of individuals that includes the unauthorized disclosure, dissemination and use of information about anyone that is of a personal nature including a photograph;
- Using another user's account or password;
- Posting material authored or created by another without his/her consent;
- Posting anonymous messages;
- Using the network for commercial or private advertising;
- Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
- Using the network while access privileges are suspended or revoked.

Network Etiquette

The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Be polite. Do not become abusive in messages to others.
- Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
- Do not reveal personal information, including the addresses or telephone numbers, of students or colleagues.
- Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail.
- Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in any way that would disrupt its use by other users.
- Consider all communications and information accessible via the network to be private property.

No Warranties

The school and district make no warranties of any kind, whether expressed or implied, for the service it is providing.

The school and district are not responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The school and district specifically deny any responsibility for the accuracy or quality of information obtained through its services.

Indemnification

The user agrees to indemnify the school and district for any losses, costs, or damages, including reasonable attorney fees, incurred by the school or district relating to, or arising out of, any violation of these procedures.

Security

Network security is a high priority. If the user can identify a security problem on the Internet, the user must notify the system administrator or school principal. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Any user identified as a security risk may be denied access to the network.

Vandalism

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

Telephone Charges

The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules

Copyright law prohibits the republishing of text or graphics found on the Web without explicit written permission.

1. For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
2. Students engaged in producing Web pages must provide library media specialists with e-mail or hard copy permissions before the Web pages are published. Printed evidence of the status of "public domain" documents must be provided.
3. The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the Web site displaying the material may not be considered a source of permission.

Use of Email

The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students as an education tool.

1. The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited.
2. Each person should use the same degree of care in drafting an electronic mail message as would be put into a written memorandum or document. Nothing should be transmitted in an e-mail message that would be inappropriate in a letter or memorandum.
3. Electronic messages transmitted via the school district's Internet gateway carry with them an identification of the user's Internet "domain." This domain name is a registered domain name and identifies the author as being with the school district. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the school and district. Users will be held personally responsible for the content of any and all electronic mail messages transmitted to external recipients.
4. Any message received from an unknown sender via the Internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
5. Use of the School District's email system constitutes consent to these regulations.

Network Access and Online Account Authorization

Internet access is designed for educational purposes and school staff monitors student use of the network when students are at school. Parents/guardians recognize that it is impossible for the District to restrict access to all inappropriate materials, and hold harmless the District, its employees, agents, or Board members, for any harm caused by materials or software obtained via the network. Parents/guardians accept full responsibility for supervision if and when their child uses the network while not in a school setting, recognizing that students are responsible for their own behavior at all times. Parents/guardians are responsible for discussing the terms of authorization with their child to be allowed access to the District's network including the internet. Parent/guardian authorization gives the District permission to create online accounts necessary for their child to be successful with the District's learning initiatives including but not limited to, an Apple ID free account and Google Apps for Education account to be used for school and educational purposes only.

SCHOOL SAFETY DRILLS

The School Safety Drill Act (105 ILCS 128/1 et seq.) requires that during each academic year, each school building must conduct a minimum of:

1. Three school evacuation drills;
2. One bus evacuation drill;
3. One severe weather (shelter-in-place) drill; and
4. One law enforcement drill.

There may be other drills at the direction of the administration. A warning to the students shall not precede drills. The School principal shall keep the Superintendent or designee informed as to the status of the drills.

TRANSPORTATION

School District 103 provides its own bus transportation at no additional charge to all students residing in the District. For safety reasons, we urge parents/guardians to have their children ride the busses to and from school.

While students are on the bus, they are under the supervision of the bus driver. In most cases, bus discipline problems can be handled by the bus driver. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the school principal. We encourage you to review bus safety with your child. A tip sheet is available on the Transportation website at: www.d103.org/transportation.

Video and audio cameras may be active on busses, in order to monitor student conduct and maintain a safe environment; and they may be used for the purposes of investigation into misconduct or accidents on the bus.

Students may be suspended from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct. Examples of gross disobedience and/or misconduct include but are not limited to physical/verbal altercations, engaging in conduct that puts the student and/or others in potential physical danger, possession of illegal and/or potentially dangerous weapons (including "look-alike" items), possession and/or consumption of illegal drugs (including cannabis, alcoholic beverages, non-prescribed pharmaceutical medication, "look-alike" drugs, etc). In the event a student's gross disobedience and/or misconduct endangers the safety of themselves or other student riders, the Board may suspend said student from riding the school bus for a period exceeding 10 days.

The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

You can find additional information about transportation at www.d103.org/transportation. If you have questions or concerns, please contact the Transportation Director, Anthony Mendoza, at (847) 295-8258 or amendoza@d103.org.

VISITING SCHOOLS

We require visitors, including parents and siblings, to enter through the front door of the school building and proceed immediately to the main office, where visitors “check in” and obtain an authorized visitor’s pass.

Visitors must provide a valid driver’s license or state id card at their time of arrival at the designated “check in” area of each building. All visitors are required to have their driver’s license or state id card scanned into District 103’s identification verification system. Their driver’s license or state id will be retained in a locked location, and an authorized visitor pass will be issued. Visitors are required to wear the authorized pass during the entire length of their visit, and are required to proceed immediately to their location in a quiet manner. Upon completion of the visit, the visitor must return the authorized pass at the “check in” area, and the driver’s license or state id will be returned at that time.

We expect visitors to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

We welcome parents/guardians to visit the schools. Visits to the classroom provide firsthand knowledge of children’s learning activities. Before visiting, please contact the school principal in order to set up the visit and make any special arrangements. The principal may be aware of special activities, such as testing, which may detract from a visit or hinder the children’s activity. We kindly request parents to bring items for children (e.g., lunches, gym shoes), when necessary, to the school office. We will deliver items promptly in a manner that minimizes classroom disruptions and preserves quality-learning time for your child. Visiting by younger siblings or other children during school hours is discouraged.

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

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

The School Visitation Rights Act

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences.

Letters verifying participation in this program are available from the school office upon request.

VOLUNTEERING

We encourage parents/guardians to volunteer their time and talents to enrich both student learning and the school community in general. Volunteer opportunities include chaperones and other programs/events coordinated by District 103 supporting organizations in collaboration with District Administration and school principals.

No person who is a “child sex offender,” as defined by the Child Sex Offender and Murderer Community Notification Law, or has otherwise been convicted of a felony, shall volunteer. (LEGAL REF: 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b, 730 ILCS 152/101 et. seq.)

All volunteers must abide by the Volunteer Agreement described below. Additionally, those who volunteer do so with the understanding that they volunteer service at their own risk, since the District does not provide insurance coverage to non-District personnel serving as volunteers for the school district.

Volunteer Agreement

Volunteers serve in an auxiliary capacity under the direction and supervision of School District 103 staff. Volunteer selection and placement is based upon the volunteer’s qualifications and availability, as well as the school’s need. The superintendent’s staff establishes procedures for securing and screening volunteers.

Within the classroom environment, personal and private interactions take place between students, teachers and visitors. It is of utmost importance that observations and experiences stay within the confines of the classroom. If questions or concerns arise, volunteers are directed to speak with the classroom teacher or building principal. Keeping interactions within the confines of the classroom will enhance each child’s positive learning experience.

A request to volunteer or to continue volunteering will be denied if the volunteer behaves in any manner that demonstrates that he/she is not a good role model or is otherwise detrimental to the school environment. Examples of such behavior include: use of inappropriate language, failing to be dependable, failing to follow the direction of the teacher, approaching and/or touching a student in an inappropriate manner, or violating any school rule.

By indicating you have received this Parent-Student Handbook, you agree to abide by these standards. By volunteering and enabling our programs to exist, you are enhancing the value of each child’s education.

DISTRICT 103 SUPPORTING ORGANIZATIONS

The Learning Fund Foundation (LFF)

The Learning Fund Foundation is a District 103 not-for-profit educational foundation that serves as a catalyst for innovation, enrichment and educational excellence for the entire community. Parent volunteers form the governing board, which seeks new and different funding resources. The LFF enables the District to expand educational opportunities to all students at all levels in each of the District 103 schools. LFF's efforts enrich the lives of our children. Parents and businesses throughout the District offer support through volunteer efforts as well as monetary and in-kind donations. You can contact the School District 103 Learning Fund Foundation at 1370 N. Riverwoods Road, Lincolnshire, IL 60069. You can also learn more about the foundation its current and recent initiatives, and volunteer opportunities, on its website at <http://www.103learningfund.org>. Contact the Learning Fund Foundation (LFF) at LFF@d103.org.

School District 103 Music Boosters

The School District 103 Music Boosters provide parent support by assisting the chorus, band, orchestra and fine arts programs at District 103 schools. Fund-raising efforts help to subsidize instrument purchases, music-related field trips, cultural activities, music camp scholarships and more. To learn how you can get involved or support the School District 103 Music Boosters, access their website at <http://www.d103musicboosters.com>, or send an email to d103musicboosters@gmail.com.

Parent Teacher Organization (PTO)

Opportunities for parent participation and involvement are great within District 103 through an active Parent Teacher Organization (PTO). The PTO organizes and sponsors many community activities including a Back to School Bash, D103 Information Fair, Book Fair, 5K Run/Walk, and a variety of parent/child health & safety programs. The PTO also coordinates volunteer programs in the schools including Explore the Arts Day, author visits, cultural arts assemblies, Pilgrim Simulation, World's Fair, State Fair, Colonial Days, social dance lessons and the annual 8th Grade graduation dance. Additionally, the PTO provides volunteer support to teachers and staff through room parents, library aides, gym aides and front office support. Through membership dues and fundraising efforts, the PTO provides funding to each of our schools for a variety of student-focused events and teacher appreciation; provides grants to develop innovative instructional projects through its Links to Learning program; assists the start-up and/or improvement of extracurricular activities through its Extra for Extracurricular program; and also publishes a membership directory.

There are a multitude of ways for parents/guardians to volunteer time and talents. The PTO posts information about volunteer opportunities, how to support students' learning experiences and the schedule of monthly PTO Board meetings on its website.

Visit www.d103pto.org to learn more about volunteer opportunities and to register as a volunteer for 2015/2016. Ideas, suggestions and involvement are welcome! Contact the PTO at pto@d103.org.

CURRICULUM & INSTRUCTION

District 103 offers a varied curriculum providing strong emphasis on a developmental program in basic skills. Students are encouraged and taught to develop work and study skills, which will enable them to function in an independent manner. The total curriculum gives each student a well-balanced education. The levels of courses that we offer depend on the student's age, grade, and ability.

District 103 is developing a curriculum guide as a tool for parents to become more familiar with goals for achievement by our students. These goals have the Illinois Learning Standards for science and social studies and Common Core State standards for math and English/Language Arts as their foundation. Find information on the District website at www.d103.org/curriculum, or you may contact Katie Reynolds, Assistant Superintendent for Curriculum and Instruction, at (847) 295-4030 or kreynolds@d103.org.

Early Childhood Blended

This program at Sprague School combines students with mild to moderate special education needs with community peers in a typical pre-school setting. The program supports students through a team approach including the early childhood teacher, certified classroom associate and specialists. The team focuses on language development, cognitive skills, and motor and social/emotional skills. We offer a half-day session, and an early spring screening assists with enrollment in this program.

Grade K (Kindergarten)

The kindergarten program at Sprague School focuses on providing the necessary support to build the cognitive, social and emotional foundations necessary to ensure school success. The program offers half-day sessions as well as tuition-based, full-day sessions. Each classroom teacher provides significant support for promoting every child's well being.

Grades One Through Four

At Sprague School (EC-Gr. 2) and Half Day School (Gr. 3-4), the homeroom teacher is primarily responsible for daily instruction in reading, language arts, math, science, and social studies.

Grades Five And Six

The fifth and sixth grade program at Daniel Wright Junior High School focuses on the middle school approach, which includes teams of students, blocks of academic instructional time, and exploratory classes.

Grades Seven And Eight

There is a ten-period day at Daniel Wright Junior High School, in which students receive instruction in reading, language arts, science, social studies, and math.

World Language

Spanish instruction is provided to all students in grades K-8. The goals of the World Language Program are to acquire proficiency in listening, speaking, reading, and writing the foreign language, to use subject content as a vehicle for acquiring foreign language skills, and to acquire an understanding of and appreciation for other cultures.

Technology

Technology plays an important role in the education of District 103 students. Each classroom is equipped with at least one computer, and students have access to computer labs and other devices (such as iPads) at each school. All students also have access to Smart-Board technology in common teaching areas, and this technology is integrated into most classrooms. All District 103 teachers maintain a website to help communicate with parents and students. District 103 enforces the operation of filtering equipment that helps prevent student access to inappropriate web sites. For details on our 1:1 Teaching & Learning Initiative, visit www.d103.org/11teachingandlearning.

Electronic Devices/Bring Your Own Technology (BYOT) Guidelines

Lincolnshire-Prairie View School District 103 allows the use of certain electronic devices (with the exception of smart phones) only for specific, teacher-directed instructional purposes.

The use of cell phones, smart phones or other electronic devices as described below is prohibited during school hours. Devices are to be turned off and stored in lockers. Students should use school phones to contact parents. Parents—if you need to reach your child in an emergency, please contact the school office. Please review the list below which describes which devices students are allowed to have or use during the school day.

Allowed to be used in class (with teacher permission):

- Nook (including reading at indoor recess)
- Kindle (including reading at indoor recess)
- iPad or iPad-mini
- Android tablet

Allowed but must be kept in locker:

- Smart phone (iPhone, Android-based phone, etc.)

Not allowed at all:

- Wrist-based smart watch
- Google Glass

Electronic devices are not permitted at lunch or recess.

Devices may be used on the bus. If usage becomes disruptive, some recourse may be taken.

Before and after school hours, students may use cell phones to communicate with parents or caregivers.

Taking photos and videos of peers and/or posting them on social media during school hours or on the bus is prohibited.

Any student-owned electronic devices brought to school are the sole responsibility of the student. Staff reserves the right to confiscate electronic devices being used inappropriately and/or during prohibited times. Students who bring their own network-using device, such as an iPad, may be asked to register the device with the technology support staff for network monitoring.

Bring Your Own (BYO) iPads, iPad-minis, Android tablets, Kindles, and Nooks may be used with permission of the teacher. BYO devices that are capable of 3G/4G must have cellular services disabled.

Consequences for violation of these guidelines will be in accordance with the student discipline section outlined in the Parent-Student Handbook.

Social Emotional Learning (SEL) & Digital Citizenship

SEL is the process through which children and adults acquire the knowledge, attitudes, and skills they need to recognize and manage their emotions, demonstrate caring and concern for others, establish positive relationships, make responsible decisions, and handle changing situations constructively. These skills are essential, as our students develop as good citizens and strong members of our society. Additionally, as we move into an era of increased technology use, teachers also teach how these skills can be applied to online communications.

Social Emotional Learning (SEL) & Digital Citizenship *(continued)*

As part of the SEL curriculum, children in grades K-8 will also be taught about the prevention of childhood sexual abuse and assault. These lessons are now mandated by the State of Illinois under Erin’s Law. Parents will be notified when these lessons are taught and may request that their child not participate.

District 103 uses the Illinois Social Emotional Learning Standards, the Collaborative for Academic Social and Emotional Learning (CASEL) and Common Sense Media as a framework for the development of this curriculum.

Physical Education/Arts/ENCORE Offerings

District 103 incorporates physical education, the arts, problem-based learning, service learning, library, and technology course offerings.

- Art..... Gr. Full-Day K, 1, 2, 3, 4, 6, 7, 8
- Health.....5, 6, 7, 8
- Library..... Gr. K, 1, 2, 3, 4, 5
- Music..... Gr. K, 1, 2, 3, 4, 5, 6, 7, 8
- Performing Arts..... Gr. 5, 7, 8
- Physical Education..... Gr. K, 1, 2, 3, 4, 5, 6, 7, 8
- STEM..... Gr. 6
- Service Learning..... Gr. 5
- Technology Graphics..... Gr. 5

Chorus, orchestra and band are optional fine arts programs for students in the grade levels listed below:

- Chorus Gr. 3, 4, 5, 6, 7, 8
- Orchestra Gr. 3, 4, 5, 6, 7, 8
- Band Gr. 5, 6, 7, 8

Students may audition for the Daniel Wright Junior High School Show Choir. They may also participate in the Illinois Music Educators Association (IMEA) annual music festivals and contests.

REACH *(formerly the Enrichment Learning Model, ELM)*

The District 103 enrichment model provides unique learning experiences for all students and flexible learning opportunities to meet the academic needs of our high ability students. The three-tiered model is designed to deepen and extend the grade level curriculum objectives based on student needs. Differentiation is an integral component of this model. More information about the enrichment model can be found on the District’s curriculum and Instruction webpage.

REACH *(continued)*

Parents with concerns about their child’s academic challenge should first discuss these concerns with the classroom teacher. If concerns remain, parents should schedule a conference with an Enrichment Specialist at the school and the classroom teacher.

Sex Education Instruction

State law requires that all sex education instruction must be age appropriate, evidence-based and medically accurate. Courses that discuss sexual intercourse place substantial emphasis on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases. Courses will emphasize that abstinence is a responsible and positive decision and the only 100% effective method in the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS. Family life courses are designed to promote a wholesome and comprehensive understanding of the emotional, psychological, physiological, hygienic and social responsibility aspects of family life, and for grades 6 through 8, the prevention of AIDS.

Students will not be required to take or participate in any class or course in comprehensive sex education if his or her parent or guardian submits a written objection. The parent or guardian’s decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

INSPECTING INSTRUCTIONAL MATERIALS

Materials shall be made available for inspection by parents/guardians of students attending the schools. These include all instructional materials, such as teachers’ manuals, films, tapes, or other supplementary materials, which will be used in connection with any survey, analysis, or evaluation as part of any applicable program of the District. This policy is adopted to fulfill the provisions of the amendment to Section 439 of the General Education Provisions Act (20 U.S.C. 1232h).



Request For Classroom Teachers' Qualifications

Parents/Guardians may request information about the qualifications of their child's teachers and paraprofessionals, including:

- Whether the teacher has met State certification requirements;
- Whether the teacher is teaching under an emergency permit or other provisional status by which State licensing criteria have been waived;
- The teacher's college major;
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees; and
- Whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications.

Educational Field Trips

While the classroom is viewed as the primary site for learning activities, students at all grade levels may participate in a variety of field trips during the course of the year. Fourth and sixth graders typically experience outdoor educational programs. All these learning opportunities are considered an important part of the educational program and are integrated with classroom learning.

Field trips are a privilege for students. Students must abide by all school policies during transportation and during field trip activities, and shall treat all field trip locations as though they are school grounds. Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline.

All students who wish to attend a field trip must have permission from a parent or guardian with authority to give permission. Students may be prohibited from attending field trips for any of the following reasons:

- Failure to receive appropriate permission from parent/guardian or teacher
- Failure to complete appropriate coursework
- Behavioral or safety concerns

In District 103, students have access to a unique environmental education facility, the Rivershire Nature Center, developed by the Learning Fund Foundation, the Village of Lincolnshire, and School District 103. All grade levels use this facility for field experiences and investigations that bring classroom instruction to life.

Chaperone Guidelines

School chaperones serve as volunteers, and requirements/expectations are listed under the heading "Volunteers" of this handbook. Chaperones are expected to support teachers during activities and provide supervision at all times.

Chaperone Guidelines (continued)

Students must be under adult supervision at all times. It is expected that chaperones reinforce rules and expectations in compliance with school policy to help ensure safety and cooperation. Criteria to be considered in determining the number of chaperones follow: age and needs of the students, distance to be traveled, nature of the field trip activities, safety requirements.

Guidelines for chaperones follow:

1. Sign-in must be completed at the school office before participating in an activity or entering the school.
2. All chaperones must be included on a pre-approved list prior to the event.
3. Chaperones must follow directions given by the teacher(s).
4. Smoking is not permitted while supervising students.
5. Cell phone use is restricted to a school emergency only.
6. Only the school district's students are allowed to participate; participation of siblings is not approved.
7. No student is to be left alone without a chaperone.
8. Chaperones help maintain school standards of behavior.
9. Chaperones work cooperatively with other school personnel to meet an individual student's special needs.
10. Chaperones assist the teacher(s) in implementing all policies and rules governing student conduct.
11. Chaperones will refer all disciplinary issues and incidents to the teacher or administrator present.
12. Chaperones are expected to take all necessary and reasonable precautions to protect students.

Homeless Child's Right to Education

When a child loses permanent housing and becomes homeless as defined by law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

1. continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
2. enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

Assistance and support for homeless families includes: educational organizations and schools, food bank and meal programs, local service organizations (Goodwill, Salvation Army, etc.), family shelters, medical services, and other support as needed. Contact the school social worker or the homeless liaison, Julie Postma, for further information.

STUDENT SERVICES

Additional services to the students of District 103 include health services, preschool screening, English Language Learner (ELL) programs, reading and math interventions and counseling services. Some students may qualify for 504 Plans and special education programs, which provide instruction, related services, accommodations, and modifications for all eligible students with disabling conditions who demonstrate an adverse effect in the educational environment.

Counseling

Each District 103 School has a licensed clinical social worker and a nationally certified school psychologist on staff. These highly qualified individuals can help students with a wide range of personal, social and academic situations. Students may participate in a group activity or be seen on an individual basis. The social workers and psychologists are also key members of the student problem solving teams that meet weekly at each school. If you have a question or concern about your child, feel free to contact the social worker by calling the school office.

English Language Learning

The State requires that families new to the District complete a Home Language Survey. This information is used to help identify students who need to be assessed for English language proficiency. If the assessment indicates a child would benefit from additional assistance, these services are offered. Each school in District 103 is staffed with a teacher qualified to assist students in improving their English language proficiency skills.

Parents/Guardians of English Language Learners will be: (1) given an opportunity to provide input to the program; (2) provided notification regarding their child's placement in, and information about, the District's English Language Learners programs; and (3) provided regular reports with respect to their child's progress.

Additional information concerning this program can be obtained from Jill Harper, ELL Coordinator, at (847) 945-6665.

Health Services

District 103 employs registered nurses who maintain up-to-date and accurate health records on each child in the school district. They provide staff training, basic medical care, first aid and assist teachers in classroom health discussions. Their duties also include vision and hearing screenings for mandated grade levels and referred students. Students requiring ongoing health care may be eligible for individual health care plans and/or 504 Plans developed using district and federal protocols. For more information on these plans, please call the school nurse at the building your child attends.

Care of Students with Diabetes

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Medical Management Plan (DMMP) must be submitted to the school principal. Parents/Guardians are responsible for and must:

- Inform the school in a timely manner of any change which needs to be made to the Diabetes Medical Management Plan on file with the school for their child.
- Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
- Sign the Diabetes Medical Management Plan.
- Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Medical Management Plan.

For further information, please contact the school principal and your school's nurse.

Home and Hospital Instruction

A student who is absent for an extended period of time or whose physician anticipates his or her absence from school for an extended period of time, or has ongoing intermittent absences because of a medical condition, may be eligible for instruction in the student's home or hospital. For information on home or hospital instruction, contact your school's nurse.

Pre-school Screening

Twice each school year, screening is conducted for children ages 3, 4, and 5 years old for which parents have concerns about their readiness. Notification of screening dates and locations are provided in the school and District publications, area newspapers, and pre-school programs.

The pre-school screening focuses on speech/language, motor, socialization and school readiness skills. If you have any questions, please call Sprague School's psychologist, Susan Elbaum, at (847) 945-6665, or the Director of Student Services, Julie Postma, at (847) 295-4030.

Response to Intervention (RtI) Services

The District offers additional instruction in reading and math at all grade levels for students not meeting established grade level criteria. These specialized interventionists work directly with students to remediate areas of need. They may also collaborate with classroom teachers in planning the overall reading and math programs. You will be contacted before your child begins interventions.

Education of Children with Disabilities

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 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services.

The school provides a free, appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services.

A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the Student Services office.

Discipline of Students with Disabilities

The school will comply with the Individuals with Disabilities Education Act (IDEA) and the Illinois State Board of Education's Special Education rules when disciplining students with disabilities. Behavioral interventions will be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. 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 as determined through a manifestation hearing. 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.

Special Education

In compliance with state and federal guidelines, District 103 provides appropriate and effective educational programs and services for students with exceptional needs at no cost to parents. Determination of eligibility for these programs and services is made at an Individual Educational Plan (IEP) Conference after the completion of a Full and Individual Evaluation process.

District 103 offers a wide range of instructional alternatives within the District. Each student is educated within the general education setting to the extent that this meets academic and social needs. School District 103 is also part of the Exceptional Learners Collaborative (ELC). The purpose of the ELC is to promote, operate, organize, coordinate, and supervise special education and other needed educational programs and/or services as authorized by the School Code and its Member School Districts. Member districts of the ELC are: School District 103, Kildeer Countryside Community Consolidated School District 96, and Adlai E. Stevenson High School District 125.

If a student requires more extensive programming outside the District to meet his/her needs, the IEP team works with the Exceptional Learners' Collaborative (ELC), as well as other educational entities, to secure a placement in a program that will meet the student's individual needs.

Exemption From Physical Education Requirement

A student in grades 3-12 who is eligible for special education may be excused from physical education courses if:

- The student's parent/guardian agrees that the student must utilize the time set aside for physical education to receive special education support and services, or
- The student's individualized education program team determines that the student must utilize the time set aside for physical education to receive special education support and services.

The agreement or determination is made a part of the individualized education program. A student requiring adapted physical education will receive that service in accordance with the student's individualized education program.

504 Plans

Section 504 of The Rehabilitation Act of 1973 is a civil rights law that prohibits discrimination against individuals with disabilities. Section 504 ensures that a child with a disability has equal access to an education. The child may receive accommodations and modifications to the general education program. 504 Plans are for students identified with a physical or mental impairment, which substantially limits them in the school environment but does not require special education services. 504 Plans are individually developed and are reviewed and updated on an annual basis.

Students with Life-Threatening Allergies/Chronic Illness

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules.

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal.

Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your student has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports, so that your student can access his or her education as effectively as students without disabilities. Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means.

TESTING/ASSESSMENTS/GRADING & PROMOTION

State Required Testing

The Illinois State Board of Education (ISBE) requires that all school districts assess the proficiency of all pupils enrolled in grades 3-8 in reading and math. The State requires school districts to administer the Partnership for Assessment of Readiness for College and Careers (PARCC) assessments. Parents will be notified of actual testing dates in February. A new assessment aligned with Illinois Learning Standards in science (and NGSS) will also be administered in 2015-2016. More direction from ISBE is forthcoming.

Standardized Testing

In the fall and spring, District 103 students (grades 2-8) take the Measures of Academic Progress (MAP) tests for reading and math. In addition, specific students in grades 3-8 also take the MAP test in the winter. The Cognitive Abilities Test (CogAT) is also administered to students. Since 2015-2016 school year will be the first year the CogAT is given, all students in grades 1-8 will take the test in the fall. The CogAT assesses students' abilities in reasoning and problem solving using verbal, quantitative, and non-verbal (spatial) symbols.

Local Assessments

District 103 uses local assessments as a means of monitoring the curriculum and the competencies of all students in grades K-8.

Grading & Promotion

School report cards are available to students on a trimester basis at Sprague and Half Day, and on a quarterly basis at Daniel Wright. Report cards are posted via Skyward Family Access; they are not mailed home. Login and password information to access student report cards is provided at the beginning of the school year. For questions regarding grades, please contact the classroom teacher.

The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other assessments. A student will not be promoted based upon age or any other social reason not related to academic performance.

OTHER SCHOOL PROGRAMS

Before And After School Care

"The District 103 Club" is a before-and after-school care program for students in kindergarten through fifth grade. The program held at Sprague School begins at 6:30 a.m. until the time school starts, and then after school until 6:30 p.m. The program at Half Day School is in the afternoon only. Half Day School students go to Sprague School in the morning.

The program for 5th grade students is after school until 6:30 p.m.; however, students will be bussed to either Sprague or Half Day School at the regular student dismissal time of 2:55 p.m. for parents to pick up their children from The 103 Club.

The cost is \$95 per week (for mornings and afternoons). Morning-only rates are \$40 a week, and afternoon-only rates are \$80 per week. During certain non-school days, all day sessions are available at \$50 per day. Activities include sports, games, computer usage, arts and crafts, drama and music, and video productions.

Summer School

District 103 offers a summer school session at the conclusion of the normal school year. Classes are held weekday mornings. Developmental courses and interest/enrichment activities are available. Tuition is modest and is charged with the intent of making the entire summer program self-sustaining. The District posts summer school registration information on its website typically during the month of March. Transportation is also available for a nominal fee.

After School Activities

Extracurricular activities are available in both academic and enrichment areas. These classes meet once a week for six to eight weeks. Sessions may be offered throughout the course of the year. Class offerings typically include programs such as cooking, computers, world language, and arts and crafts.

If a child attends After School Activities, parents/guardians are responsible for the student's transportation at the conclusion of the activity. The District provides a publication, which outlines course offerings and registration procedures for After School Activities.

Any student participating in a sports-related or physical after school activity must complete a required physical form per Board Policy 7:300 (refer to the "Sports Physicals" section of this handbook for specific information).

Student Athlete Concussions and Head Injuries

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.

EXTRACURRICULAR ATHLETIC ACTIVITIES CODE OF CONDUCT

Requirements for Participation in Extracurricular Athletic Activities

A student must have the following fully executed documents on file in the school office before being allowed to participate in any extracurricular athletic activity.

1. A current certificate of physical fitness issued by a licensed physician, an advanced practice nurse or physician assistant.
2. A permission slip to participate in the specific sport or activity signed by the student's parent/guardian.
3. Proof the student is covered by medical insurance.
4. A signed agreement by the student not to use any drugs on the IHSA's most current banned drug classes list and an agreement to take part in random testing for these substances.

Eligibility

Selection of members or participants in extracurricular athletic activities is at the discretion of the designated teachers, sponsors, and coaches. In order to be eligible to participate in extracurricular athletic activities, a student may not be failing any class or receive/accumulate three or more "D's" in his/her classes.

Illinois Elementary School Association (IESA)

Eligibility for most athletics is also governed by the rules of the Illinois Elementary School Association and, if applicable, these rules will apply in addition to this Extracurricular Athletic Code. In the case of a conflict between IESA and this Extracurricular Athletic Code, the most stringent rule will be enforced.

Absence from School on Day of Activity

A student who is absent from school for 50% of the day or more is ineligible for any sport or activity on that day. Exceptions may be made by the designated teacher, sponsor or coach: 1) for a pre-arranged medical absence; or 2) for a death in the student's family. A student who has one or more trancies or who has been suspended from school may be suspended from participation in athletic activities by school officials.

A student who is absent from school on Friday before a Saturday event may be withheld from Saturday sports and activities at the sole discretion of the designated teacher, sponsor or coach.

Travel

All students must travel to sporting events and activities and return home from such events with the team on which the student participates by use of school approved means of transportation. A written waiver of this rule may be issued by the teacher, sponsor or coach in charge of the sport or activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Any student found to be in violation of this rule will be subject to discipline in accordance with the Extracurricular Athletic Code of Conduct.

Code of Conduct

This Code of Conduct applies to all school-sponsored activities that are neither part of an academic class nor otherwise carry credit or a grade. This Code of Conduct will be enforced 365 days a year, 24 hours a day.

This Code does not contain a complete list of inappropriate behaviors for students in extracurricular athletic activities. Violations will be treated cumulatively, with disciplinary penalties increasing with subsequent violations, and a student may be excluded from sports or activities while the school is conducting an investigation regarding that student's conduct.

Students and their parents/guardians are encouraged to seek assistance from the student assistance program regarding alcohol or other drug problems. Family-referrals or self-referrals will be taken into consideration in determining consequences for Code of Conduct violations.

The student shall not:

1. Violate the school rules and district policies on student discipline;
2. Use a beverage containing alcohol (except for religious purposes);
3. Use tobacco in any form (including electronic or e-cigarettes);
4. Use, possess, buy, sell, barter, or distribute any illegal substance (including mood-altering and performance enhancing drugs or chemicals) or paraphernalia;
5. Use, possess, buy, sell, barter, or distribute any object that is or could be considered a weapon or any item that is a look alike weapon. This prohibition does not prohibit legal use of weapons in cooking and in sports, such as archery, martial arts practice, target shooting, hunting, and skeet;

6. Attend a party or other gathering and/or ride in a vehicle where alcoholic beverages and/or controlled substances are being consumed by minors;
7. Act in an unsportsmanlike manner;
8. Vandalize or steal;
9. Haze or bully other students;
10. Violate the written rules for the activity or sport;
11. Behave in a manner that is detrimental to the good of the group or school;
12. Be insubordinate or disrespectful toward the activity's sponsors or team's coaching staff;
13. Falsify any information contained on any permit or permission form required by the activity or sport.

Hazing is any humiliating or dangerous activity expected of a student to belong to a team or group, regardless of his or her willingness to participate. Bullying is any physical or verbal act or conduct that has or can be reasonably predicted to place a student in reasonable fear of harm; cause a detrimental effect on a student's physical or mental health; interfere with a student's academic performance; or interfere with a student's ability to participate in or benefit from school activities.

Due Process Procedures

Students who are accused of violating the Code of Conduct are entitled to the following due process:

1. The student should be advised of the disciplinary infraction with which he or she is being charged.
2. The student shall be entitled to a hearing before an appropriate administrator.
3. The student will be able to respond to any charges leveled against him or her.
4. The student may provide any additional information he or she wishes for the administrator to consider.
5. The administrator, with the help of other staff members if needed, may interview material witnesses or others with evidence concerning the case.
6. If the administrator finds, after reviewing the evidence, that the violation occurred, he or she will impose sanctions on the student, as follows:
 - a. Sanctions for violations other than drug and alcohol will be based on the nature of the offense and the number of offenses, and may include suspension from all sports or activities for one of the time periods described as follows:

- A specified period of time or percentage of events, competitions, or practices;
- The remainder of the season or for the next season;
- The remainder of the student's school career.

b. Sanctions for alcohol and other drug violations will be based on the following:

First violation

- Use, possession, buying, selling, bartering, or distributing: A suspension of one third of the total number of performances, activities, or competitions or the remainder of the season, whichever is shorter. This penalty will be reduced if the student successfully completes a school-approved chemical awareness program.
- Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed: A suspension of one sixth of the total number of performances, activities or competitions, or the remainder of the season, whichever is shorter.
- The student will be required to practice with the group, regardless of the violation (unless suspended or expelled from school).

Second violation

- Use, possession, buying, selling, bartering, or distributing: A suspension of 12 weeks or 1 season, including suspension from all performances, activities, or competitions during this period. To participate again in any activities, the student must successfully participate in and complete a school-approved alcohol and other drug abuse assessment and follow all recommendations from that assessment.
- Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed: A suspension of one third of the season and all extracurricular group performances, activities, or competitions during this period.
- The student may be required to practice with the group (unless suspended or expelled from school).

Third violation

- Use, possession, buying, selling, bartering, or distributing: A suspension from extracurricular activities for the remainder of the student's school career.
 - Attendance at a party or riding in a vehicle where alcoholic beverages and/or controlled substances are being consumed: A suspension of one calendar year from the date of the suspension, including all extracurricular activities during this period.
7. The administrator will make a written report of his or her decision and rationale. The student may appeal the decision to the building principal.

All students remain subject to the district's student discipline policy and/or the school's student handbook and the disciplinary measures listed in them.

Student Records

School student records are confidential, and information from them will not be released other than as provided by law.

The school and district routinely disclose “directory” type information without consent. Directory information is limited to: name, address, gender, grade level, birth date and birth place, parents’ names and address; email addresses and telephone numbers; photographs, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the school principal.

State and Federal law gives parents and eligible students certain rights with respect to their student records. These rights are:

- The right to inspect and copy the student’s education records within 15 school days of the day the school receives a request for access. There may be a small charge for copies, not to exceed \$.35 per page. This fee will be waived for those unable to afford such cost.
- The right to request the amendment of the portion of the student’s education record that the parent/guardian or eligible student believes is inaccurate, irrelevant, or improper.
- That no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.
- The right to permit disclosure of personally identifiable information contained in the student’s education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent. Disclosure without consent is permitted without consent in the case of directory information and to school officials with legitimate educational or administrative interests. Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student; and in other cases permitted by law.

- The right to a copy of any school student record proposed to be destroyed or deleted. The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student’s change in attendance centers, whichever occurs first.
- The right to prohibit the release of directory information. Throughout the school year, the District may release directory information regarding students, limited to:
 1. Name
 2. Address
 3. Gender
 4. Grade level
 5. Birth date and place
 6. Parent/guardian names, addresses, electronic mail addresses, and telephone numbers.
 7. Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
 8. Academic awards, degrees, and honors
 9. Information in relation to school-sponsored activities, organizations, and athletics
 10. Major field of study
 11. Period of Attendance in school

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

- The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student’s temporary record which such individual may obtain through the exercise of any right secured under State law.

Student Records (Continued)

- The right to complain to the U.S. Department of Education if the school or district fails to comply with the above. Federal officials can be contacted at:
 Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, D.C. 20202-4605

Personal Information

Surveys by Third Parties

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey:

- that is created by a person or entity other than a district official, staff member, or student,
- regardless of whether the student answering the questions can be identified, and
- regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the school principal.

Surveys Requesting Personal Information

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items:

- Political affiliations or beliefs of the student or the student's parent/guardian.
- Mental or psychological problems of the student or the student's family.
- Behavior or attitudes about sex.
- Illegal, anti-social, self-incriminating, or demeaning behavior.
- Critical appraisals of other individuals with whom students have close family relationships.
- Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
- Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent/guardian may inspect the survey and/or, upon evaluation, refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

Equal Opportunity and Sex Equity

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy.

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

Any student or parent/guardian with a sex equity or equal opportunity concern should contact the school principal.

For further information, see Board Policy 7:10, 2:260.



Health and Wellness

Lincolnshire-Prairie View School District 103 is committed to providing a school environment that enhances learning and the development of lifelong wellness practices. We believe physical wellbeing has a direct impact on student learning and behavior. Children need access to healthful foods and opportunities to be physically active in order to grow, learn and thrive. Good health fosters student attendance and learning. The District has formulated Board Policy 6:50 on School Wellness, which can be viewed at www.d103.org

A full-time school nurse is available daily. If a child becomes ill in school or has a serious accident, parents are notified immediately. Please be certain the school emergency contact information is kept current with parent/guardian phone number(s) and with the phone number of a person to be called if the parent/guardian cannot be reached. All children must be symptom/fever free for 24 hours without the use of fever-reducing medication before returning to school after an absence due to illness.

Off Campus Student Medical Emergency Procedures

When an off campus field trip is scheduled, District 103 will designate a point person and back up point person to be in charge of the trip. A Field Trip Request Form will be completed to ensure that critical information regarding cell phone numbers and the destination phone numbers are accurate. A first aid kit will be taken on all trips. Maintaining student safety is our first priority.

In the case of a student medical emergency:

1. The District 103 staff member in closest proximity to the incident will provide immediate care, call 911 immediately if the student is in imminent danger or further medical diagnosis/attention is necessary. Paramedics will assess whether medical transportation is necessary and have an ambulance transport, if needed.
2. A District 103 staff member will contact the school principal and nurse and review medical concerns/history. The building nurse will give further medical direction. In the event that the building nurse is not available, contact will be made with a nurse from another District 103 school.
3. A District 103 staff member will accompany the student throughout the incident including ambulance transportation.
4. A District 103 staff member will maintain a timeline of events and complete an Incident Report within 24 hours.
5. A District 103 staff member will maintain communication with the school principal throughout the emergency.

Please note that additional procedures apply during Overnight Field Trips:

- District 103 nurse attends field trip; and
- Parent(s)/Guardian(s) are provided with an emergency contact number of a designated District 103 employee.

More specific procedures can be found in our *Crisis Response Handbook*.

Pesticide Application Notice

The district maintains a registry of parents/guardians of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact:

Scott Gaunky, Director of Facilities
 School District 103
 1370 N. Riverwoods Road
 Lincolnshire, IL 60069
 (847) 295-4030
sgaunky@d103.org

Notification will be given before application of the pesticide. Prior notice is not required if there is an imminent threat to health or property.

Communicable Diseases

The school will observe guidelines and recommendations of the Illinois Department of Public Health regarding reporting and notification of communicable diseases in the school setting.

1. Parents/Guardians are required to notify the school nurse if they suspect their child has a communicable disease or upon diagnosis.
2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian.
3. The school will provide written instructions to the parent/guardian regarding appropriate treatment for the communicable disease. Information letters provided by the Lake County Department of Public Health are sent to parents to assist in controlling the spread of disease.
4. A student excluded because of a communicable disease will be permitted to return to school only when the parent/guardian brings a letter to the school from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease.

Dealing With Head Lice - Procedures

The school will observe recommendations of the Illinois Department of Public Health regarding head lice.

1. Parents/Guardians are required to notify the school nurse if they suspect their child has head lice.
2. The school will provide written instructions to the parent/guardian regarding appropriate treatment for the infestation.

Dealing With Head Lice - Procedures *(Continued)*

3. A student diagnosed with head lice will be permitted to return to school after treatment is completed. The student will be re-checked by the school nurse upon return to school. Proof of treatment may be requested from the parent/guardian.
4. Notes from doctors indicating successful treatment has occurred will be sufficient to permit students to return to school, along with the school nurse's verification that the child can return to school.

Student Medication

Administering medication during school hours is discouraged unless it is necessary for the critical health and well being of the student in order to attend school. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing an Authorization to Administer Prescription and/or Over the Counter Medication Form.

No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed Authorization to Administer Prescription and/or Over the Counter Medication Form is submitted by the student's parent/guardian. Students are not allowed to possess any prescription or over the counter medication in school or at a school-related function other than as described below. Medication to be administered at school must be brought to school by the parent/guardian in the original packaging accurately labeled for each student.

Students may self administer (defined as a student's discretionary use of and ability to carry) their emergency medication, such as asthma rescue inhalers and epinephrine auto injectors as follows:

- **Asthma Rescue Inhalers:** For a student to self administer, the parent/guardian must provide written authorization and a copy of the prescription label containing the name of the medication, the prescribed dosage and the time at which or circumstances under which the medication is to be administered. This label will be affixed to the Authorization to Administer Prescription and/or Over the Counter Medication form or parent agreement for child to carry an inhaler. The student will sign an agreement indicating his/her understanding of the administration of the medicine, proper time, that medication will not be shared, where medication will be kept, and that he/she will come directly to the nurse's office if the medication is ineffective.
- **Epinephrine Auto Injectors:** For a student to self-administer, the parent/guardian must provide written authorization by both the parent and the licensed prescriber on the Illinois Food Allergy Emergency Action Plan and Treatment Authorization form. This must include the name and purpose of the auto injector, dosage prescribed, circumstances and time/times at which the auto injector will be administered.

The school and district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must agree to indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or asthma inhaler, or the storage of any medication by school personnel.

Healthy and Safe Foods - Snack Procedures

Due to the nature and severity of life threatening allergies, the District established a snack procedure. Students may eat only the following snacks within their classrooms: cheese, yogurt, fruits and vegetables.

Only food that is individually wrapped in its original packaging will be allowed for birthday and holiday treats. The ingredient list must be provided. This will allow for careful monitoring and implementation of allergy procedures, and the implementation of individual student care plans. The District food allergy policy, quick reference guide for food at school and the procedure checklist are available on the District website at <http://www.d103.org/healthandwellness>.

Due to the high number of students with life threatening allergies to nuts and peanuts, additional precautions will be followed:

- Refrain from sending any nuts or products containing nuts to school with the exception of personal lunches.
- Do not send containers that have held nuts, such as washed out peanut butter jars to school.
- Send birthday treats or party snacks that are "nut-free." Specifically they may not contain peanuts, almonds, walnuts, or any other nut or nut product and must be processed in a "nut-free" environment.
- Only food that is individually wrapped and in its original packaging is permitted for classroom treats and party food.
- Hand washing, after eating, is necessary to decrease the chance of cross-contamination on surfaces at school, such as common school books and equipment.
- Remind your child that there is a "no eating" policy on the bus and that students should not share or exchange food.

SAFETY & DISCIPLINE**Sex Offender Notification Law**

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except in the following circumstances as they relate to the individual's child(ren):

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child, such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children.

Sex Offender & Violent Offender Community Notification

State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth.

You may find the Illinois Sex Offender Registry on the Illinois State Police's website at:
<http://www.isp.state.il.us/sor/>.

You may find the Illinois Statewide Child Murderer and Violent Offender Against Youth Registry on the Illinois State Police's website at:
<http://www.isp.state.il.us/cmvo/>.

Crisis Response Handbook

District 103 takes safety very seriously. We developed a *Crisis Response Handbook* to ensure that staff members have a clear understanding of how they should respond to various emergency situations that may arise. Each classroom is equipped with this handbook, and all staff members are trained annually in the appropriate responses to various situations.

School Dress Code / Student Appearance

Students are expected to wear clothing in a neat, clean, and well fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
- Hats, coats, bandannas, sweat bands, and sun glasses may not be worn in the building during the school day, except during special school functions as determined by the school principal.
- Hairstyles, dress, and accessories that pose a safety hazard are not permitted in laboratories or during physical education.
- Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.
- The length of shorts or skirts must be appropriate for the school environment.
- Appropriate footwear must be worn at all times.
- If there is any doubt about dress and appearance, the school principal will make the final decision.
- Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

Non-School Sponsored Publications/Web sites

Students are prohibited from accessing and/or distributing at school any pictures, written material, or electronic material, including material from the Internet or from a blog, that:

- Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
- Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
- Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language;
- Is primarily intended for the immediate solicitation of funds; or

- Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students.

The distribution of non-school sponsored written material must occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the school district.

Search and Seizure

In order to maintain safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. (Board Policy 7:140)

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

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

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

Access to Student Social Networking Passwords & Websites

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

Students

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

Seizure of Property

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

STUDENT DISCIPLINE

Each school has discipline procedures that are developmentally age appropriate. All procedures for student discipline and bullying are aligned with District 103 Board Policies including 7:180, 7:190, 7:20, 7:230. These policies provide detailed information and can be found in their entirety at www.d103.org.

In order to provide an atmosphere conducive to learning, it is necessary to establish standards of behavior designed to maintain a desirable level of order. These standards must encompass the needs, rights, and responsibilities of students, teachers and parents. Disciplinary procedures are part of the total educational process, and are designed to guide the student in becoming a responsible individual in society.

Respect must be the basis of discipline in maintaining order. Respect to and from teachers, fellow pupils, and all school personnel will be shown at all times. This is a primary ingredient in creating an atmosphere for an equal opportunity to learn.

All persons involved in or with the school will have protection for the rights to which they are entitled as citizens under the law.

- Every student has a right to learn.
- Every teacher has a right to teach.
- No one has a right to interfere with the rights of others.

Prohibited Student Conduct

Students may be disciplined for misconduct, including but not limited to the following:

- Using, possessing, distributing, purchasing, or selling tobacco materials, including electronic or e-cigarettes.
- Using, possessing, distributing, purchasing, or selling alcoholic beverages.
- Using, possessing, distributing, purchasing, or selling:
 1. Any illegal drug, controlled substance, or cannabis (including marijuana and hashish).
 2. Any anabolic steroid or performance-enhancing substance not administered under a physician's care and supervision.
 3. Any prescription drug when not prescribed for the student by a licensed health care provider or when not used in the manner prescribed.
 4. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system.
 5. "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.
 6. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
- Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.
- Using, possessing, controlling or transferring a firearm or "look alike," knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm.
- Disobeying rules of student conduct or directives from staff members or school officials.
- Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
- Using or possessing an electronic paging device.
- Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others. All cell phones, smartphones, and similar electronic devices must be kept powered-off and in lockers during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
- Bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment, or other comparable conduct.
- Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person's personal property.
- Being absent without a recognized excuse.
- Being involved with any public school fraternity, sorority, or secret society.
- Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
- Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
- Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.
- Sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as "sexting." Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing and indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, smartphone, or cellular phone.

- Using, purchasing, selling or possessing any performance-enhancing substance on the Illinois High School Association's most current banned substance list, unless administered in accordance with a prescription.
- Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.

For purposes of these rules, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; (d) at any location on school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psycho stimulant medication to the student.

The grounds for disciplinary action also apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any time;
- Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
- Traveling to or from school or a school activity, function, or event; or
- Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Disciplinary Measures

Consequences for misbehavior are not intended to punish, but to teach responsibility for actions. The staff at District 103 values parents as partners in the educational process. As such, a parent or guardian will be contacted when a student receives a consequence (e.g., detention, etc.). District 103 reserves the right to involve law enforcement or juvenile justice authorities whenever the conduct involves or may involve illegal activity.

Disciplinary measures may include:

- Disciplinary conference
- Temporary removal from the classroom
- Withholding of privileges
- After-school detention or Saturday detention provided the student's parent/guardian has been notified
- Alternate classroom assignment for a period not to exceed 5 school days
- Seizure of contraband or prohibited electronic devices
- Suspension of bus riding privileges
- Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
- Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed two calendar years. An expelled student is prohibited from being on school grounds.
- Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), "look-alikes", alcohol, or weapons.

Firearms, Knives, Brass Knuckles & Other Objects Used or Attempted to Be Used to Cause Harm

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of not less than one year:

1. A firearm. For the purposes of this Section, "firearm" means any gun, rifle, shotgun, weapon as defined by Section 921 of Title 18 of the United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act, or firearm as defined in Section 24-1 of the Criminal Code of 1961. The expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.
2. A knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look-alikes" of any firearm as defined above. The expulsion requirement may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

Gang & Gang Activity

“Gang” is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student’s conduct is reasonably related to a school activity, shall:

- wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or non-verbal gestures, or handshakes showing membership or affiliation in a gang; or
- use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs;
- request any person to pay protection or otherwise intimidate, harass or threaten any person;
- commit any other illegal act or other violation of district policies; or
- incite other students to act with physical violence upon any other person.

Bullying, Intimidation and (Sexual) Harassment

Bullying, intimidation, and harassment (including sexual) are not acceptable in any form and will not be tolerated at school or any school-related activity, on school property, on school buses and transportation vehicles, through a school computer, network or other school electronic equipment, or through the transmission of information from a computer that is accessed at a non-school related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. The school will protect students against retaliation for reporting incidents of bullying, intimidation, or (sexual) harassment, and will take disciplinary action against any student who participates in such conduct.

No person shall harass, intimidate or bully another based upon a race, color, nationality, sex, sexual orientation, gender-related identity or expression, ancestry, age, religion, creed, physical or mental disability, gender identity, order of protection status, status as homeless, or actual or potential marital or parental status, including pregnancy, or other protected group status. The school and district will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student’s educational performance, or that creates an intimidating, hostile, or offensive educational environment.

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically (cyber-bullying), directed toward a student that has or can be reasonably predicted to have the effect of: (1) placing the student in reasonable fear of harm to the student’s person or property; (2) causing a substantially detrimental effect on the

student’s or students’ physical or mental health; (3) substantially interferes with the student’s or students’ academic performance; or (4) substantially interferes with the student’s or students’ ability to participate in or benefit from the services, activities, or privileges provided by the school.

Examples of prohibited conduct include, without limitation, name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics previously stated, or other comparable conduct. A reprisal or retaliation against any person who reports an act of bullying is prohibited, and will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person’s alleged sexual activities.

Students who believe they are victims of bullying, intimidation or harassment or have witnessed such activities are encouraged to discuss the matter with the student nondiscrimination coordinator, building administrator or a complaint manager. Students may choose to report to a person of the student’s same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

Any student who is determined, after an investigation, to have engaged in bullying, intimidation or harassment will be subject to disciplinary consequences as provided in this handbook, including but not limited to, suspension and expulsion consistent with the school and district’s discipline policy. Parents of students who have engaged in the above behavior will be notified. Any student making a knowingly false accusation regarding harassment may also be subject to disciplinary consequences.

Procedures For Students At Risk For Aggressive Behavior and/or Bullying**Overview**

In School District 103, bullying is defined as intentional, repetitive, and aggressive physical, verbal, and/or nonverbal conduct by one or more students that would harass, humiliate, abuse, or otherwise victimize one or more students. The District has adopted a set of Administrative Procedures to guide our response to bullying incidents. Procedures are flexible and may be modified by the school principal but are intended to provide consistency throughout the District.

The plan for responding to students who bully should take into account the bullying behavior and describe appropriate

Procedures For Students At Risk For Aggressive Behavior and/or Bullying *(continued)*

interventions. While inappropriate or hurtful behavior must be stopped and prohibited, the ultimate goal of the intervention plan is to change the child's behavior.

The District 103 plan is based on a tiered response. The suggested process for intervening with a student involved in bullying requires that school personnel determine the appropriate level of intervention based on the nature, frequency, and duration of the behavior.

The plan provides opportunities for a student to change his/her behavior based on understanding its impact on others. The District's plan uses specific strategies including reflective activities, social learning activities, and restorative activities to help students who have been involved in bullying incidents. Appropriate consequences are also assigned.

The school district has a statutory requirement to develop a response to aggressive behavior and/or bullying, and parental objection or disagreement with an intervention plan, either in whole or in part, does not relieve the school district of its responsibility to respond and intervene or prevent school personnel from exercising their authority.

Description of Interventions/Consequences

Reflective activities encourage a student to think about what happened and the role he or she played in the incident. Social Learning activities engage a student in positive social interactions with his/her peers and provide opportunities to make a positive contribution to the climate of a school, reconcile with the student who has been mistreated, and learn and practice positive social behaviors. Restorative activities allow the student to make reparation for any harm done to another.

Interventions may include but are not limited to:

- student conference with school personnel
- conflict resolution
- student self-reflection
- parental contact
- apology letter
- perform and record acts of kindness
- behavior contract or incentive program
- referral to school social worker or psychologist
- required participation in behavior development lessons
- interventions as defined per the student's individualized education plan or behavior plan

Consequences may include but are not limited to:

- loss of privilege(s)
- parent-student conference
- restricted interactions
- restricted schedule
- assigned seat or location
- repair or replacement of damaged property

- financial restitution and/or payment for any damage to property
- school-based social service consequences
- detention
- in-school time-out or alternative day assignment
- out-of-school suspension
- expulsion
- consequences as defined per the student's individualized education plan or behavior plan

Guidelines for Implementation

Student Conference: School personnel should follow normal investigative procedures prior to making the determination that an aggressive behavior/bullying incident has taken place. A typical process would include the following:

- Talk with each of the students involved separately, including those who witnessed the incident to ascertain what happened;
- Ask open-ended questions to determine the nature of the behavior, when and where it occurred, who was involved, what the students were doing prior to the incident, and how each student feels about what happened;
- Talk with other staff who have direct knowledge of the student's behavior.

Parent/Guardian Contact: Contact with the parent/guardian is intended to provide information about the current incident, the school's immediate response, the recommended interventions and consequences, as well as the consequences for any further aggressive behavior or bullying incidents. In the case of more severe, chronic, or persistent aggressive behavior or bullying, the school will provide the parent/guardian a copy of the Aggressive Behavior and/or Bullying Reporting Form outlining the incident and may choose to request a conference with the parent/guardian. If a meeting is called, school personnel may:

- Inform the parent/guardian of the schools' efforts to support the student;
- Discuss the plan made with the student and ask the parents for input and/or support;
- Listen to the parent/guardian concerns and answer questions;
- Provide strategies, resources, and/or activities that parent/guardian may use at home;
- Offer school-based support for the student;
- Consider referral to community-based support services;
- Encourage parent/guardian to inform the school if the con-

Documentation and Forms

A simple tracking system is developed at each school that enables personnel to coordinate the District's response to alleged aggressive behavior and/or bullying incidents. Documentation of interventions and/or consequences are indicated on the Aggressive Behavior and/or Bullying Reporting Form and will be housed in individual folders or a binder in the school office and forwarded to the next grade (K-8).

District 103 Quick-Reference Guide of Serious Student Conduct Infractions & Potential Consequences

| Infraction | Potential Consequence |
|---|---|
| Alcohol, Drug, Tobacco Misconduct Including but not limited to using, possessing, distributing, purchasing, or selling of: tobacco materials, alcoholic beverages, any illegal drugs, controlled substance, or cannabis, any anabolic steroid or performance-enhancing substance, any prescription drug when not prescribed for the student, any inhalant regardless of whether it contains an illegal drug or controlled substance, "look-alike" or counterfeit drugs, drug paraphernalia. | May include but is not limited to: Seizure of any contraband (if applicable), parent notification, parent conference, alternate classroom assignment for a period not to exceed 5 school days, after-school detention or Saturday detention, suspension from school and all school activities for up to 10 days, expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, notifying juvenile authorities or other law enforcement when the conduct involves illegal drugs, "look-alikes", alcohol. |
| Possession or use of Weapons, Knives, Brass Knuckles, and other objects used or attempted to be used to cause harm. | May include but is not limited to: Seizure of any contraband (if applicable), parent notification, parent conference, alternate classroom assignment for a period not to exceed 5 school days, after-school detention or Saturday detention, suspension from school and all school activities for up to 10 days, expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, notifying juvenile authorities or other law enforcement when the conduct involves weapons. |
| Gang & Gang-Related Activity | May include but is not limited to: Seizure of any contraband (if applicable), parent notification, parent conference, alternate classroom assignment for a period not to exceed 5 school days, after-school detention or Saturday detention, suspension from school and all school activities for up to 10 days, expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, notifying juvenile authorities or other law enforcement when the conduct involves weapons. |

Due Process Procedures

Students and their parent(s)/guardian(s) have the right to request a hearing related to suspension from school or bus suspension. A hearing may be requested for one or any combination of the following reasons:

1. The student and his/her parent/guardian wish to contest the facts, which led to the disciplinary action.
2. The student and his/her parent/guardian wish to contest the appropriateness of the sanction imposed by the disciplinary authority.
3. The student and his/her parent/guardian allege prejudice or unfairness on the part of the School District Official responsible for the discipline.

Section 10-22-6 of the Illinois School Code states that the parent(s)/guardian(s) of a suspended student have a right of review of said suspension with an appointed hearing officer. Requests for review shall be made in writing within five (5) school days of suspension notice to the Office of the Superintendent, Lincolnshire-Prairie View School District 103, 1370 N. Riverwoods Road, Lincolnshire, Illinois 60069.

Corporal Punishment

Corporal punishment is illegal and will not be used. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

ATTENDANCE & TRUANCY

Illinois law requires that whoever has custody or control of any child between six (by September 1st) and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session (unless the child has already graduated from high school). Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

"All students in Lake County Area Schools are expected to attend school every day. The Compulsory School Attendance Law states that whoever has custody or control of any child between the ages of 7 and 17 years must send the child to a public or private day school on a regular basis." [Lake County Regional Office of Education]

Valid causes for absence are illness, death in the immediate family, family emergency, observance of a religious holiday, and other situations which are beyond the control of the student as determined by the district board of education, or other circumstances which give reasonable concern to the parent for the safety or the health of the student. [Ill. Rev. Stat. ch. 122, 26-2a 1989]

There are certain exceptions to the attendance requirement for children who: attend private school, are physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), are lawfully and necessarily employed, are between the ages of 12 and 14 while in confirmation classes, have a religious reason requiring absence, or are 16 or older and employed and enrolled in a graduation incentive program.

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the school principal at least 5 calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement.

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district. Students who miss 5% or more of the prior 180 regular school days without valid cause (a recognized excuse) are considered chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. If chronic truancy persists after support services and other resources are made available, the school and district will take further action, including:

- Referral to the truancy officer
- Appropriate school discipline

A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

The principal is to report chronic truants to the superintendent. The principal shall meet with the parents, teacher, and the school social worker to determine the most effective course of action. At this meeting the group should address the potential effect of the resources which are available to the child:

- in-house behavior modification program
- social work services
- behavior management system
- special education placement
- alternative education placement
- community services

At this meeting, the most appropriate resource should be chosen by the group. The principal and social worker will then work together to monitor the student's absence.

A parent or guardian who knowingly and willfully permits a child to be truant may be convicted of a Class C misdemeanor, which carries a maximum penalty of thirty days in jail and/or a fine of up to \$1500.00.

UNIFORM GRIEVANCE PROCEDURE

Students, parents/guardians, employees, or community members should notify any District Complaint Manager if they believe that the Board of Education, its employees, or agents have violated their rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding:

1. Title II of the Americans with Disabilities Act;
2. Title IX of the Education Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.;
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.;

6. Sexual harassment (Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972);
7. Bullying, 105 ILCS 5/27-23.7
8. The misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children;
9. Curriculum, instructional materials, programs;
10. Victims' Economic Security and Safety Act, 820 ILCS 180;
11. Illinois Equal Pay Act of 2003, 820 ILCS 112;
12. Provision of services to homeless students;
13. Illinois Whistleblower Act, 740 ILCS 174/;
14. Employee Credit Privacy Act, 820 ILCS 70/.

The Complaint Manager will attempt to resolve complaints without resorting to this grievance procedure and, if a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of a complaint filed hereunder shall not be impaired by the person's pursuit of other remedies. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. All deadlines may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, "school business days" means days on which the District's main office is open.

1. Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same sex. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with the parent(s)/guardian(s) of a student. The Complaint Manager shall assist the Complainant as needed.

2. Investigation

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

The identity of any student witnesses will not be disclosed except: (1) as required by law or any collective bargaining agreement, or (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years of age or older.

Within 30 school business days of the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time. If a complaint of sexual harassment contains allegations involving the Superintendent, the written report shall be filed with the Board of Education, which will make a decision in accordance with Section 3 of this policy. The Superintendent will keep the Board informed of all complaints.

3. Decision and Appeal

Within 5 school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant by U.S. mail, first class, as well as the Complaint Manager.

Within 10 school business days after receiving the Superintendent's decision, the Complainant may appeal the decision to the Board of Education by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board of Education. Within 30 school business days, the Board of Education shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information for the Board. Within 5 school business days of the Board's decision, the Superintendent shall inform the Complainant of the Board's action.

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

District 103 Complaint Managers are Julie Postma and Daniel Stanley, 1370 N. Riverwoods Road, Lincolnshire, IL 60069. They can be contacted at this address or at (847) 295-4030.



LAURA B. SPRAGUE SCHOOL
Grades EC - 2



Welcome To Sprague School!

All staff at Sprague is committed to meeting the needs of each child. We are proud that Sprague School provides a special introduction to your child's school life. We place a high priority on creating a learning environment that develops essential skills and a passion for learning. While we have created programs that challenge students to grow, we also recognize that they are young boys and girls and need support and encouragement. Finally, we recognize the importance of building a partnership between the school and the home. We greatly appreciate your support that enables us to provide the best education for your child.

School Hours

Full Day Kindergarten, 1st & 2nd Grades:

Starting time 9:00 am
 Dismissal 3:30 pm for the bus
 3:35 pm for walkers

A.M. Kindergarten:

Starting time 9:00 am
 Dismissal 11:50 am

Early Childhood A.M.:

Starting time 9:15 am
 Dismissal 11:45 am

Early Childhood P.M.:

Starting time 12:45 pm
 Dismissal 3:15 pm

Those students taking the bus typically arrive between 8:45-8:55 am. Students who do not take the bus should also arrive between 8:45-8:55 am.

If you are picking up your child at the end of the school day, please park in the parking lot on Reliance Lane, and meet your child at the front entrance of the school in the chairs outside the office. Otherwise, once the buses have exited the front drive, you may proceed in your car to the front entrance. However, you may not park for any period of time in this location. For all pick-ups, we ask that you arrive promptly at 3:35 pm.

Attendance Procedures

Please call (847) 945-6686 anytime **before 9:30 am** to report your child's absence. If we do not receive a call from you and your child is reported absent by the teacher, we will call you.

All children must be symptom/fever free for 24 hours before returning to school after an absence due to illness. District 103 does not encourage absences for reasons other than illness. Your cooperation is sought in scheduling family vacation periods and other non-school connected activities during regular school holidays whenever possible.

Please note, if a child goes home during the course of the day due to illness, he or she may not participate in school-sponsored evening activities, such as concerts or sports events.

Communications

To ensure an effective partnership between the school and the home, we rely on a variety of informal and formal communication tools:

1. Weekly parent bulletins delivered via email to subscribers and posted on District and school websites
2. Sprague's website at www.sp.d103.org
3. District publications with updated calendars
4. Teacher newsletters and websites
5. Report cards and progress reports each trimester
6. Portfolio assessment in the spring, when you and your child review his/her learning development during the year
7. Curriculum Nights - Fall
8. Parent/Teacher Conferences - Fall and Spring

Most importantly, do not hesitate to call the school office at (847) 945-6665 if you wish to talk to any member of the Sprague staff.

Lunch Program/Recess

Full Day Kindergarten:

11:25 am.- 12:15 pm

1st Grade Schedule:

12:35 pm - 1:20 pm

2nd Grade Schedule:

12:00 pm - 12:45 pm

Lunches brought from home may be supplemented by milk, bottled water, and/or orange juice. Hot lunches are available every day of the week through Quest Food Services. Locate details at www.d103.org/quest.

LAURA B. SPRAGUE SCHOOL (continued)

Grades EC - 2

Kindergarten Orientation

An annual bus orientation is held for all parents and incoming kindergartners in August before school begins. Specific information regarding this orientation is sent to families in early August and posted to the virtual backpack. During this time, parents and students ride the bus to school, where they are met by several Sprague staff members. Upon arrival, students have the opportunity to visit their classroom, meet their teachers, and take part in a variety of activities with their new classmates. At the same time, parents meet with the principal and some of the Sprague staff to hear more about the kindergarten program.

Curricular Offerings

In addition to the regular classroom program, which includes Spanish language and culture instruction, students participate in art, music, physical education, library, learning center, and computers.

Art

- One 40 minute class for full-day kindergartners weekly
- Within their classroom for half-day kindergartners
- Two 35 minute classes weekly for 1st and 2nd graders

Library

- Early Childhood, Kindergarten, and First Grade: Weekly library time for storytelling, book selection, and development of library-media skills.
- Second Grade: Weekly library time for book selection. Integration of library-media skills into classroom under direction of the Librarian and classroom teachers, special staff, and support staff.

Music

- Two 30 minute classes weekly for full-day kindergartners
- One 30 minute class for half-day kindergartners
- Two 30 minute classes weekly for 1st and 2nd graders

Physical Education

- One 25 minute class daily for full-day kindergartners
- One 25 minute class per week for half-day kindergartners
- One 30 minute class daily for 1st and 2nd graders

Lost and Found

Lost and Found is located in the front hallway by the nurse's office. Items labeled with student names are returned on a regular basis.

Homework Philosophy

At Sprague School, we believe in the development of a strong home-school connection where students engage in shared activities and experiences. When homework is assigned, it is thoughtfully designed with a clear purpose, resulting in a deeper understanding of ideas and concepts. This approach to homework cultivates a critical balance between structured academic time and play at home. Grade level expectations for homework will be reviewed at each curriculum night.

Discipline Guidelines

At Sprague School, we hold very high expectations in terms of student behavior. We expect students to demonstrate respect for their teacher, their fellow classmates, and the school in general. At the beginning of the year, students review the rules and the expectations with their classroom teacher. The teacher outlines what is regarded as appropriate behavior. All of our students are taught conflict resolution, which trains them to solve their problems in a constructive manner. In most cases, the classroom teacher deals with situations of students not following rules. The teacher establishes consequences within the framework of the classroom to address the problem. If the situation becomes serious enough that the child's misbehavior cannot be addressed in the classroom, the child is sent to the office to meet with the principal and/or social worker. A formal parent contact will be made via phone and/or email. Continued misbehaviors could result in a formal parent conference, as well as possible in-school time out or alternate class assignment. Such actions will only be taken under the most extreme situations when all other avenues of dealing with the problem prove to be ineffective. Please refer to the "Student Discipline" section of this handbook for further information on expectations and behavioral guidelines.

Contact Sprague School

2425 Riverwoods Road
Lincolnshire, IL 60069
(847) 945-6665 phone
(847) 945-6686 absences
www.sp.d103.org



Christy Adler, Ed.D.
Principal

HALF DAY SCHOOL
Grades 3-4



Welcome To Half Day School!

At Half Day, we believe our program provides a unique experience in your child’s school life. A high priority is placed on creating an environment that fosters challenge and encouragement for our third and fourth graders. Our staff is committed to meeting the needs of each child and to providing the best education possible.

We look forward to building on the partnership that exists between school and family in District 103. Together we can strive to preserve and enhance our commitment of providing the best opportunities for children.

School Hours

Grades Three and Four:

| | |
|---------------|--------------------------|
| Starting time | 9:00 am |
| Dismissal | 3:30 pm for all students |

Those students taking the bus typically arrive between 8:40 - 8:55 am. Students who do not take the bus should also arrive between 8:40 - 8:55 am Buses will be entering and dropping off or picking up children at the lot on the east side of the building. Parents/Guardians dropping off or picking up students at the main driveway must not leave their vehicles unattended.

Attendance Procedures

Please call the absence line at (847) 634-1484 any time before 9:30 am, and leave a message to report your child’s absence. If we do not receive a call from you and your child is reported absent by the classroom teacher, we will call you by 10:00 am. All children must be symptom/fever free for 24 hours before returning to school after an absence due to illness.

District 103 does not encourage absences for reasons other than illness. Your cooperation is sought in scheduling family vacations and other non-school related activities during regular school holidays whenever possible.

Please note, if a child goes home during the course of the day due to illness, he or she may not participate in school-sponsored evening activities, such as concerts or sports events.

Communications

To ensure an effective partnership between the school and the home, we rely on a variety of communication tools:

1. Weekly parent bulletins delivered via email to subscribers and posted on District and school websites
2. Half Day’s web site at www.hd.d103.org
3. Report cards
4. Curriculum Night in Fall and Open House/Portfolio Review in Spring
5. Parent Teacher Conferences – Fall and Spring

Most importantly, do not hesitate to call (847) 634-6463 if you have any questions or wish to speak to any Half Day School staff member.

Lunch Program/Recess

3rd Grade Schedule:

| | |
|---------------------|--------|
| 11:45 am - 12:10 pm | Lunch |
| 12:10 pm - 12:30 pm | Recess |

4th Grade Schedule

| | |
|---------------------|--------|
| 12:15 pm - 12:40 pm | Lunch |
| 12:40 pm - 1:00 pm | Recess |

Hot lunches are available every day of the week through Quest Food Services. Locate details at www.d103.org/quest. Lunches may be brought from home and may be supplemented by milk and a variety of nutritious snacks for purchase.

Curricular Offerings

In addition to the regular classroom program, which includes Spanish language and cultural instruction, students participate in art, music, physical education, library and computers.

Art

- One 60 minute class each week

Music

- Two 30 minute classes each week

Physical Education

- Five 30 minute classes each week

Library

- One 30 minute session each week



HALF DAY SCHOOL (continued)**Grades 3-4****Homework Guidelines**

Many assignments and activities are completed during the regular school hours. However, there may be regular homework assigned that the child should be able to complete in a reasonable amount of time. There may be long-term projects on which students will be working for a number of days or weeks. Please contact your child's teacher if you find that the amount of time spent on homework seems excessive.

If a student has been absent for at least two (2) full days, parents may contact the school office and arrange to pick up assignments from the teacher.

We strongly encourage you to spend time with your child on a daily basis in some type of learning activity, even if there is no formal homework. This may include reading, story writing, learning games, reviewing math facts, or drilling spelling words. Such reinforcement gives an important message to the child that you value his or her efforts in the classroom.

Lost and Found

Lost and Found is located in the cafeteria. Unclaimed items will be donated to charity at the end of each marking period.

Discipline Guidelines

At Half Day School we hold very high expectations in terms of student behavior. We expect students to demonstrate respect for their teachers, their fellow classmates, and the school in general. At the beginning of the year, students review the rules and the expectations with their classroom teacher and the principal. These may be found in students' assignment notebooks. The teacher also outlines what is regarded as proper behavior.

In most cases, the classroom teacher deals with situations of students not following the rules. The teacher establishes consequences within the framework of the classroom to address the problem. If the situation becomes serious enough that the child's misbehavior cannot be addressed in the classroom, the child is sent to the office to meet with the principal. At this point, the principal will conference with the child and the teacher, and the appropriate consequences will be determined. Continued misbehavior could result in a formal parent conference, as well as possible in-school time-out, alternate classroom assignment, or out-of-school suspension.

**Contact Half Day School**

229 Olde Half Day Road
Lincolnshire, IL 60069
(847) 634-6463 phone
(847) 634-1484 absences
www.hd.d103.org

Jill Mau, Principal



DANIEL WRIGHT JUNIOR HIGH SCHOOL Grades 5-8 CLASS SCHEDULES

Welcome!

We welcome you to what will be an exciting and educationally productive year at Daniel Wright Junior High School. Our entire staff is looking forward to this school year and is dedicated to meeting the needs of our students.

We understand the challenges we share with parents in preparing our students for a complex, competitive, and demanding society. Our goal is to ensure that our students grow intellectually and develop a positive self-concept through successful experiences.

Our school is a source of pride in our community; working together we can maintain and improve our commitment of providing the best opportunities for our children.

School Hours

Grades 5-8: 7:50 am - 2:55 pm

School starts at 7:50 am. Students should arrive at school no earlier than 7:30 am, unless they attend the supervised 7:00 am study hall. Upon arrival, students should report to designated, supervised areas.

Attendance Procedures

Please call the absence line at (847) 604-5280, available 24 hours a day, to report your child's absence. If a child has not been reported absent by 8:00 am, we will attempt to contact parents/guardians by 9:00 am. All children must be symptom/fever free for 24 hours before returning to school after an absence due to illness.

District 103 does not encourage absences for reasons other than illness. Your cooperation is sought in scheduling family vacation periods and other non-school connected activities during regular school holidays whenever possible. Students may not excuse themselves from school. Parents/Guardians must come in to the school and sign students out for dental appointments, emergencies, etc. Students can sign themselves back in at the office. Please note, if a child goes home during the course of the day due to illness, he or she may not participate in school-sponsored evening activities, such as concerts or sports events.

It is extremely important for students to arrive to school on time. A student will be issued an administrative detention for three or more tardies to the same class during any quarter. Each additional tardy in the same quarter will result in another detention. Students are expected to be in class prior to the 7:50 am bell. The front doors automatically lock at 7:48 am. If a student arrives after that time, he/she will be considered tardy. Detentions for tardiness are served at 7:00 am. Persistent tardiness will result in an administrative conference with the child and parent/guardian.

5TH GRADE

7:50 am - 8:50 am Math
 8:50 am -10:20 am Reading/ELA
 10:22 am -10:40 am Recess
 10:42 am -11:10 am Lunch
 11:12 am - 1:19 pm Science/Social Studies/Spanish
 1:22 pm - 1:42 pm AC Assist
 1:46 pm - 2:16 pm CAPE 5
 2:19 pm - 2:49 pm CAPE 5
 2:51 pm - 2:55 pm Dismissal

6TH GRADE (GREEN)

7:50 am – 7:55 am Period 0 (Advisory)
 7:57 am – 8:55 am Period 1
 8:57 am – 9:55 am Period 2
 9:58 am – 10:26 am Period 3
 10:28 am – 10:56 am Period 4
 10:58 am – 11:13 am Period 5 (Recess)
 11:15 am – 11:41 am Period 6 (Lunch)
 11:45 am – 12:43 pm Period 7
 12:45 pm – 1:43 pm Period 8
 1:46 pm – 2:18 pm Period 9 (CAPE)
 2:21 pm - 2:53 pm Period 10 (CAPE)
 2:53 pm - 2:55 pm Period 11 (Dismissal)

6TH GRADE (WHITE)

7:50 am - 7:55 am Period 0 (Advisory)
 7:57 am - 8:55 am Period 1
 8:58 am - 9:26 am Period 2
 9:28 am - 9:56 am Period 3
 9:58 am - 10:56 am Period 4
 10:58 am - 11:13 am Period 5 (Recess)
 11:15 am - 11:41 am Period 6 (Lunch)
 11:45 am - 12:43 pm Period 7
 12:45 pm - 1:43 pm Period 8
 1:46 pm - 2:18 pm Period 9 (CAPE)
 2:21 pm - 2:53 pm Period 10 (CAPE)
 2:53 pm - 2:55 pm Period 11 (Dismissal)

7TH GRADE

7:50 am–8:35 am Per 1 (CAPE)
 8:38 am–9:22 am Per 2
 9:25 am–10:09 am Per 3
 10:12 am–10:55 am Per 4
 10:58 am-11:42 am Per 5
 11:43 am–12:00 pm Per 6
 12:02 pm–12:30 pm Per 7 (Lunch)
 12:33 pm–1:19 pm Per 8 (CAPE)
 1:22 pm–2:06 pm Per 9
 2:09 pm-2:53 pm Per 10
 2:53 pm-2:55 pm (Dismissal)

8TH GRADE

7:50 am–8:35 am Per 1 (CAPE)
 8:38 am-9:22 am Per 2
 9:25 am-10:09 am Per 3
 10:12 am-10:55 am Per 4
 10:58 am-11:42 am Per 5
 11:45 am-12:30 pm Per 6 (CAPE)
 12:33 pm-12:59 pm Per 7 (Lunch)
 1:02 pm-1:46 pm Per 8
 1:49 pm-2:33 pm Per 9
 2:34 pm-2:54 pm Per 10
 2:54 pm-2:55 pm (Dismissal)

DANIEL WRIGHT JUNIOR HIGH SCHOOL

Grades 5-8

Lunch Program

Hot lunches are available every day of the week through Quest Food Services. Locate details at www.d103.org/quest. Lunches may be brought from home and may be supplemented by milk and a variety of nutritious snacks for purchase. For information about the Wednesday pizza lunch program offered by the PTO, visit the PTO web store at <http://www.d103pto.org/pto-store.html>.

Lost and Found

The office maintains a lost and found area on the stage. Unclaimed items are donated to charity at the end of each quarter.

Curricular Offerings

Our curriculum has been designed to provide a comprehensive program in basic skill development with opportunities for enrichment, diversification, and remediation contingent upon individual needs. The development of a positive self-concept is valued in meeting the many needs of the adolescent learner.

Students will participate in the following courses:

- Art
- Band, Chorus, and/or Orchestra
- Computer Graphics
- Enrichment Programs
- Family & Consumer Sciences
- Intervention Programs
- Language Arts (Spelling, Grammar, Writing)
- Library
- Math
- Music
- Performing Arts
- Physical Education/Health
- Reading
- Science
- Service Learning
- Social Studies
- Spanish Language/Culture
- STEM
- Structured Assistance

Co-Curricular Programs

Our school offers: Athletics (girls' and boys' volleyball and basketball, co-ed soccer, track and cross-country; girls' cheerleading and pompons, wrestling), Show Choir/Jazz Band, Newspaper, Student Council, Math Team, National Junior High Honor Society, Science Fair, Science Olympiad, Scholastic Bowl, Geography Bee, Battle of the Books, Wright Way Club, and Yearbook. Please refer to the *Daniel Wright Co-Curricular Handbook* for specific details and requirements for participation.

Academic After School Activity Program: P.A.S.S.

P.A.S.S. (Providing Academic Support for Students) is offered to students in grades 5 – 8 who are interested in using an academic tutorial/resource and independent study program after school at Daniel Wright. The program is offered Monday through Thursday from 3:00 – 4:00 pm. Students who wish to participate in this program have the opportunity to sign up on a day-to-day basis. P.A.S.S. is not to be considered a yearlong commitment. Students may attend as needed and utilize this program as a way of receiving additional educational support when necessary. Additionally, bus transportation is provided at no extra charge for participants needing a ride home.

Communications

Good schools realize the importance of ongoing and quality communication. We have a wide variety of opportunities for informing parents through publications and web sites, by telephone, and person-to-person. Most importantly, never hesitate to call (847) 295-1560 if you have any questions.

Weekly parent publications will be delivered via email to subscribers and posted on District and school web sites.

Person to person opportunities beyond our regular publications include:

1. Curriculum Night – Fall
2. Open House – Spring
3. Parent/Teacher Conferences – Fall and Spring

Discipline Guidelines

A revised copy of Daniel Wright's Student Expectations has been developed to promote an atmosphere conducive to learning and to establish standards of expected behavior. Parents/Guardians are encouraged to review these guidelines with their children in order to promote positive behavioral development in a cooperative partnership with school personnel. Please refer to DANIEL WRIGHT JUNIOR HIGH SCHOOL DISCIPLINE: Student Expectations/Behavioral Guidelines for further clarification.

Honor Roll

At the end of each nine-week grading period in grades 7-8, students have the opportunity to qualify for the honor roll or high honor roll by meeting the following criteria:

- Honor Roll, 3.0-3.49 grade point average
- High Honor Roll, 3.5-above grade point average

All courses are included in determining honor roll status. (A weighting system will be used for specified classes, such as chorus, band, or orchestra.)

DANIEL WRIGHT JUNIOR HIGH SCHOOL

(continued) Grades 5-8

Grading Scale

The following grading scale will be used for all Daniel Wright Junior High School courses:

| | | | |
|----|---|-----|----|
| 98 | - | 100 | A+ |
| 93 | - | 97 | A |
| 90 | - | 92 | A- |
| 88 | - | 89 | B+ |
| 83 | - | 87 | B |
| 80 | - | 82 | B- |
| 78 | - | 79 | C+ |
| 73 | - | 77 | C |
| 70 | - | 72 | C- |
| 68 | - | 69 | D+ |
| 63 | - | 67 | D |
| 60 | - | 62 | D- |
| 0 | - | 59 | F |

National Junior Honor Society

Daniel Wright Junior High School is a charter member of the National Association of Secondary School Principals Division of Student Activities. We are, therefore, a chapter of the National Junior Honor Society (NJHS) and have adopted the bylaws of its National Constitution.

Seventh grade students with a cumulative GPA of 3.75 or higher at the end of the third quarter will be invited to apply for NJHS membership consideration. Members are then selected by the faculty council on the basis of their ability to consistently demonstrate the qualities of character, citizenship, leadership, and service, in addition to academic scholarship.

Character is measured in terms of integrity, behavior, ethics, and cooperation with both students and faculty. A candidate must be able to demonstrate an outstanding record of conduct and behavior with regard to school and community rules, guidelines, and policies. Citizenship is based on the student's participation in two or more community and/or school activities. A student who demonstrates leadership is reliable in any given role or responsibility. To meet the service requirement, the student must have been active in two or more service projects in the school and/or community.

National Junior Honor Society (continued)

Membership in the NJHS is both an honor and a responsibility. NJHS members are required to maintain the same level of performance in all five criteria that led to their selection. This obligation includes attendance at monthly chapter meetings, participation in community and school service projects, and maintenance of academic status. If a seventh grade student does not meet the 3.75 cumulative GPA at the end of the third quarter, he/she will have the opportunity to meet this standard by the end of the first grading period in eighth grade and become eligible at that time for consideration for membership.

Please contact the principal or Erinn Vincent, NJHS Chapter Advisor, regarding the selection process or membership activities.

Contact Daniel Wright Junior High School

1370 N. Riverwoods Road
 Lincolnshire, IL 60069
 (847) 295-1560 phone
 (847) 604-5280 absences
www.dw.d103.org



Michelle Blackley, Principal
 Thomas Herion, Assistant Principal
 Melody Littlefair, Assistant Principal



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This publication is accessible on the web at www.d103.org/information.htm



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, CPMM
CC: Dr. Scott Warren
Date: August 20, 2015
Re: Facilities Update

DISTRICT 103

All buildings had the fire systems cleaned and tested.

DANIEL WRIGHT

The sanitary lift station pump failed in the Transportation building and was replaced.

The roof on the Transportation buildings was coated and provided a 15 year warranty.

The Green gym roof was patched.

The bleachers in the Green gym had stair and hand rails added, per code compliance.

HALF DAY

Soil remediation was completed at Half Day. All soil samples taken came back negative, now the District and the Illinois EPA can close out this project.

The Roof on the original gym had a complete removal and replacement. To further enhance the project, the entire roof was covered with ice and water shield and new flashing.

The exterior LED lighting project is waiting on parts for completion.

LAURA SPRAGUE

The Faculty/Student ADA bathroom at Sprague has been completed. This was a joint contractor and in house staff project.

The ceramic tile flooring in the nurse's office was removed and replaced. This was from a plumbing repair in the floor and the inability to match existing tile.

A small PETAC unit was installed in room 7. This small classroom was tied into the library system and was not efficient enough to control this space. This unit will provide both heat and A/C for the space.

High Bay LED light fixtures were added to the stage. This eliminated the old T12 fixtures and because of the new lighting technology, reduced the quantity of fixtures. Dimmer switches were added as well.

RIVERSHIRE NATURE CENTER

The deck replacement project has been completed. This project was completed jointly with a contractor, in house staff, and the cooperation of the Village of Lincolnshire.



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: August 20, 2015
Re: Superintendent Informational Report

FOIA requests

The District did not receive any FOIA requests this month.

Opening Day Events for Staff

August 18 was the first day back for our certified staff and associates who work with students on a daily basis. The day began with a breakfast catered by our food vendor, Quest. The staff had an opportunity to hear from Dr. Donna McCaw, a 40-year veteran in education, about the importance of teaching and its impact on the lives of our child. Katie Reynolds presented information on the research of John Hattie regarding effective practices in schools. The Work Plan for the year was reviewed as well as the work of the Pre-PERA committee regarding Student Growth in teacher evaluations. On Wednesday, August 19, grades 1-5 held “Meet the Teacher” for parents and students in the morning with building, team and committee meetings occurring throughout the day. An agenda is included in the packet for your review as well as the Work Plan presentation.

Facility Improvement Plan

The Facility review process continued this summer with small and large group meetings to create a plan to address the space issues in our buildings as identified in our strategic plan, Vision 2020. Our architect firm, Wight and Co. will present the findings of the summer work at the Board meeting. A Community Engagement meeting is set for August 26 to share the information with the community.

Leaves of Absence Requests

The district received three leave of absence requests over the summer and all three are approved. The specific requests are included for your review.



Lincolnshire-Prairie View School District 103
Administration Offices

1370 Riverwoods Road • Lincolnshire, IL 60069
847/295-4030 • FAX 847/295-9196
<http://www.d103.org>

Scott H. Warren, Ed.D.
Superintendent

August 12, 2015

Hello District 103 Staff!

Welcome back to school! I hope you were able to spend some time with family and friends and are ready to begin another year of learning. We have been busy preparing for the start of school, working on multiple curriculum committees, hiring new staff, and preparing the buildings for the students and staff to return. The work has paid off, as we are ready to begin the new year for students on August 20.

August 18 and 19 will be the start to our year with our staff Inservice Days. On Tuesday, we will enjoy a wonderful breakfast prepared by our food vendor, Quest. After the initial welcome, our featured guest speaker, Donna McCaw, will remind us of the importance of what we do for children. Among other topics, I will share the work plan for the year and the work completed by the Pre-PERA committee for teacher evaluation. On day two, staff will be in their respective schools with building initiatives. A more detailed agenda with additional activities is included with this letter.

I look forward to working with you this year to help all our students learn and grow. Take great care this next week and I will see you Tuesday, August 18!

All the best,

Scott

**Lincolnshire Prairie-View School District 103
Teacher Institute Agenda**

Date: 08/18/15

Location: Daniel Wright Junior High

| Time | Topic | Location |
|-------------|---|-----------------|
| 7:00-2:00 | Staff Pictures for ALL | White Gym |
| 7:45-8:30 | Breakfast by Quest | Green Gym |
| 8:45-9:00 | Opening Remarks- Dr. Warren | Cafeteria |
| 9:00-9:45 | Guest Speaker | Cafeteria |
| 10:00-11:45 | Non-certified Staff Training | DW Library |
| 10:00-11:45 | Transportation Meeting | Transportation |
| 10:00-10:30 | Intro Visible Learning | Cafeteria |
| 10:30-10:45 | Curriculum Haiku Page Unveiling | Cafeteria |
| 11:00-11:45 | LPVTA Meeting | Music Room |
| 11:45-12:30 | Lunch (Box Lunch available for Pick Up) | Cafeteria |
| 12:30-1:30 | Presentation: 2015-2016 District Goals & PERA Overview Presentation - Dr. Warren & Katie Reynolds | Cafeteria |
| 1:30-1:45 | Closing Activity | Cafeteria |
| 2:00-3:00 | Grade Level Articulation | See Below |

**Lincolnshire Prairie-View School District 103
Teacher Institute Agenda**

Date: 08/19/15

Location: Staff will meet in their assigned schools

| Time | Topic | Location |
|---|---|------------------|
| 8:00 | Arrival Grab and Go snacks provided by PTO | Assigned Schools |
| Individual School Agendas will be Followed | | |
| 8:00-9:00 | <u>Student Supply Drop off Schedule</u> Daniel Wright Grade 5 | Assigned Schools |
| 8:15-9:15 | Half Day | |
| 8:30-9:30 | Sprague (1st-2nd Grades) | |

Date: 08/20/15

Location: Staff will meet in their assigned schools

| Time | Topic | Location |
|--|---|------------------|
| | <u>Student Morning Dismissal</u> | |
| 10:50 | Daniel Wright Grade 5 | Assigned Schools |
| 12:00 | Half Day & Sprague | |
| PM Institute Day Individual School Agendas will be Followed | | |

Intra-District Articulation Room Assignments
August 18, 2015
2:00-3:00 pm
Daniel Wright Junior High School

| Team | Room |
|------------------------------|---------------------|
| K-1 | 104 |
| 2-3 | 101 |
| 4-5 | 103 |
| 6-7 | 112 |
| 8 | 111 |
| Special Education | Library |
| Enrichment Team | DO Conference Room |
| ELL | 200 |
| Interventionists | 114 |
| Tech Staff/Librarians | 100A |
| Art | w/Grade Level Teams |
| PE | Band |
| Music | w/Grade Level Teams |
| Performing Arts | w/Grade Level Teams |
| World Language | w/Grade Level Teams |
| Family and Consumer Sciences | w/Grade Level Teams |

Welcome Back!



Work Plan

2015-2016



Aligned to Vision 2020



Facilities

Add Space

- Addition at Half Day - 5th move
- Addition at Sprague
- Reconfigure part of Daniel Wright (possible)

Optimize Space

- Re-configure Schedules?
- Offsite Options?



Transportation

Optimizing Routes

- DW - Changed to community stops

Analyze System

- District vs Contractual services



Culture and Climate

Start and End Times

- Daniel Wright later?
- Sprague and Half Day earlier?



Class Sizes

- What does the research say?

Late Arrival Days - Students

Students Arrive 90 mins later

Planned

- October 22
- January 28

Extreme Weather



Curriculum

1:1 Teaching and Learning

- 3-8 Full implementation
- 1-2 Pilots



Curriculum Cont.

Science

- 6-8 full NGSS implementation
- K-5 1 new NGSS unit
- K-5 writing 2 more units prior to Fall 2016
- K-8 implementing Science Notebooks



Curriculum Cont.

STEAM

- Develop a three year integration plan

English Language Learners Support

- Working to develop partnerships with local universities
- Receiving an additional \$17,500 in grant dollars

REACH

Raising Expectations and Aspirations of all Children

- Implement Clustering
- Administer CogAt
- Continue to develop common pre assessments
- Create parent communications
- Provide embedded professional development “What does differentiation look like in a 21st Century classroom?”



Implementation of REACH

Fall

- Review articulation forms from previous school year
- Work with grade level teams to review common assessments or pre-assessment data to determine initial students in need of Tier II and III supports
- Complete classroom observations of clustered students
- Review NWEA and CogAt Data
- Create a “watch list”

Implementation of REACH

Winter

- Review common assessments or pre-assessment data to adjust groups as needed

Implementation of REACH

Spring

- Review common assessments or pre-assessment data to adjust groups as needed
- Create lists of students to be clustered
- Complete articulation documents

Student Growth

Teacher Evaluation

Pre-PERA Committee

Spring, Summer, and Fall 2015

| | | | | |
|-----------------|-------------------|-------------------|----------------|-----------------|
| Christy Adler | Michelle Blackley | LeAnn Delli | Katie Fender | Gina Finaldi |
| Kirsten Frantom | Tracy Gordon | Melody Littlefair | Jil Mau | Chrystie Ortega |
| Tabatha Otto | Julie Postma | Katie Reynolds | Karina Richter | Audrey Salzman |
| Kerry Sweet | Scott Warren | Wendy Rood | | |

Why?

“Obey the Law”

23 ILLINOIS ADMINISTRATIVE CODE 50

“Each school district shall provide for the use in the performance evaluation plan of data and indicators on student growth as a significant factor in rating teacher performance. (Section 24A- 4(b) of the School Code)”

How Will We Measure Growth?

Gradual Implementation over 4 years

- 2015-2016 Data Gathering
- 2016-2017 District Level Data
- 2017-2018 District Level Data
- 2018-2019
 - EC-5 - Building Level Data
 - 6-8 and Others where applicable- SLO Data

Definitions

PERA - Performance Evaluation Reform Act

LGM - Local Growth Model

SLO - Student Learning Objective

Timeline for Implementation

2015-2016

- Training
 - Writing effective assessments
 - SLO Process
 - Everyone except EC-5 Math/ELA instructors
- Gathering Assessment Data
- Generate Sample SLOs

Timeline for Implementation

2016-2017

- Student Growth Data now counted in evaluations
- 75% Professional Practice
- 25% Student Growth
- EC-8 - LGM District Assessment Data from 2015-2016
 - MAP
 - Other
- Continue Writing SLO Assessments

Timeline for Implementation

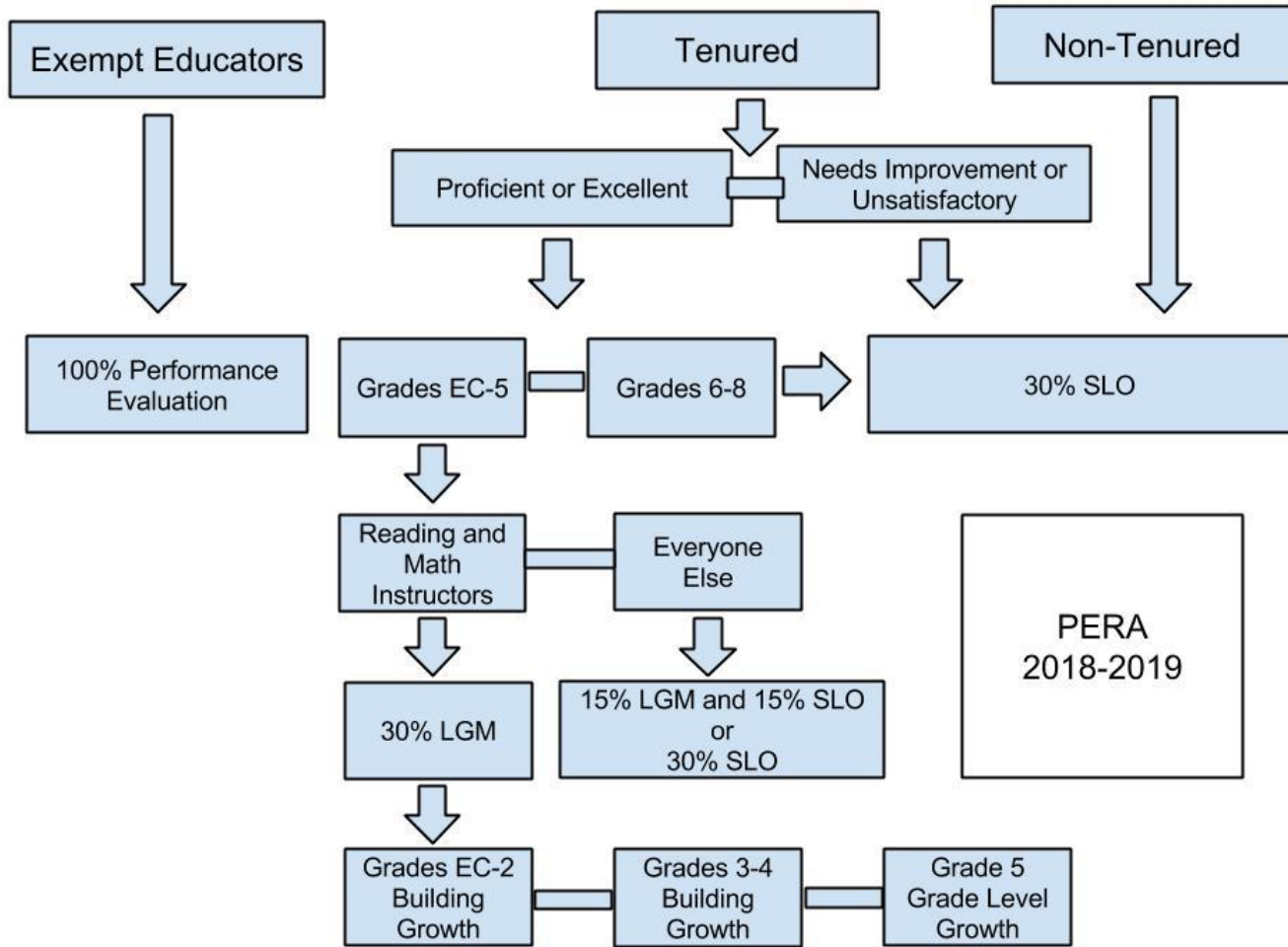
2017-2018

- 75% Professional Practice
- 25% Student Growth
- EC-8 - LGM District Assessment Data from 2016-2017
 - MAP
 - Other
- Continue Writing SLO Assessments

Timeline for Implementation

2018-2019

- 70% Professional Practice
- 30% Student Growth
- EC-5 - LGM using Building Level Assessment Data from 2017-2018
 - MAP
 - Other
- 6-8 and others where applicable - SLO



Training 2015-2016

September

- Student Growth Guidebook and Toolkit
- Web-based trainings
- Staff meetings
- Administer District fall assessments

Training 2015-2016

October

- SLO training
- LGM training

Training 2015-2016

November-December

- SLO training
- Write SLO assessments
- Administer SLO assessments

Training 2015-2016

January-March

- Review Data
- Review assessments

Training 2015-2016

April-June

- Administer Assessments
- Review Data
- Modify Assessments

Implement Student Growth Model

2016-2017

In closing....

Cheers to a Sweet Year

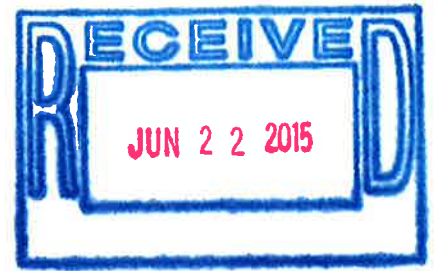


"I'M A TEACHER"

To the tune of
"Ridin Solo"
By: Jason Derulo



Lincolnshire – Prairie View School District 103
LAURA B. SPRAGUE SCHOOL
2425 RIVERWOODS ROAD
LINCOLNSHIRE, IL 60069
847.945.6665
847.945.6718 (FAX)



Scott Warren, Ed.D.
Superintendent

Christine E. Adler
Principal

June 15, 2015

Dear Dr. Warren and District 103 School Board Members,

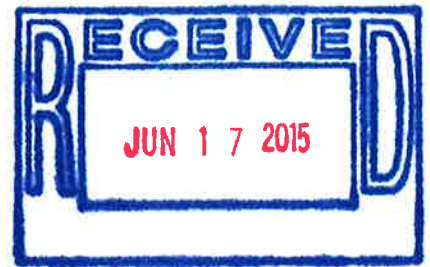
It is with great pleasure that I am writing to inform you that my wife and I are expecting our second baby on August 19, 2015. I am requesting paternity leave beginning on August 27, 2015 and returning September 21, 2015. This leave will span 15 school days. My accrued sick leave days will compensate for the days that I am absent. This will make it possible for me to have uninterrupted insurance coverage and to continue to be paid at my current salary rate. I anticipate receiving a full year of service credit on the seniority list and salary schedule. Mrs. Adler and I have worked together to create a plan that takes into consideration the continuity of instruction for my students.

Thank you for your support and consideration of my request.

Sincerely,

John Solis

cc: Christine Adler



6/15/2015

Dear Dr. Warren,

I am requesting a paternity leave absence. My wife's tentative due date is November 7, 2015.

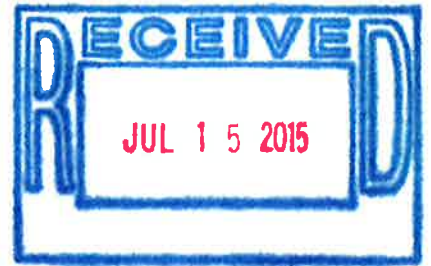
I would like to request 2 weeks of paternity leave and I plan on using my vacation days for my leave. Depending on delivery date, my tentative date to return to work would be November 23, 2015.

Thank you for your consideration.

Sincerely,

John Bertso
Technical Support Specialist

cc: Mark Westoff
Carey Murphy
Personnel File



July 12, 2015

Dear Dr. Warren and the District 103 School Board,

I am very excited to announce that my husband and I are expecting our first child on approximately January 4, 2016.

I would like to request a maternity leave of absence starting Monday, January 4, 2016 through Friday, May 6, 2016. I will first use sixty accrued sick days taking me through Monday, April 11, 2016. From Tuesday, April 12 through Friday, May 6, I will take unpaid leave. I will return to work on Monday, May 9.

Thank you for your consideration and support of my request.

Sincerely,

Amanda Toomey
Daniel Wright Junior High
7th Grade English/Language Arts Teacher

cc: Michelle Blackley

Half Day addition might go atop parking lot

By **Ronnie Wachter**
Pioneer Press

JULY 14, 2015, 11:54 AM

Regardless of what happens with the idea of adding on to Lake County's oldest school building, its drop-off students will almost certainly not have to walk across any streets to get there. The staff might, though.

For months, the School Board of Lincolnshire-Prairie View Elementary District 103 has been considering options for creating new space, possibly at all three of its buildings. No plans have been decided yet, but during its July 13 meeting, the board looked at the idea of building a new wing atop what is currently a parking lot frequented by parents.

"We're pretty landlocked in here, as for areas we can build," superintendent Scott Warren said after the meeting's conclusion.

Accredited by the Lake County Discovery Museum as the county's first school building, Half Day has been added on to several times already. It currently houses District 103's third and fourth grades; one of the growth plans the district is considering would move the fifth grade out of Daniel Wright Junior High and into a new Half Day wing, built on what is currently the western parking lot.

That lot holds 40 spaces, three handicapped, but during activities and pickup times, parents can stuff about 45 minivans and SUVs in, using its corners and edges for extra containment. It attaches to the drive-up/drop-off lane, where the line of awaiting moms might sometimes back up onto Olde Half Day Road.

The area could be big enough, Warren told the board during their meeting, for the fifth grade's needs: nine or so classrooms, plus a few other instructional areas. If the board ends up voting to build there, he said after the meeting that the drop-off lane should be able to remain open, allowing kids to walk straight from their car door to their school door.

The staff, however, might have to make a trek.

Half Day has a second parking lot, along its northeast corner, which packs in another 40 vehicles, but Warren and the board discussed what they may need to do with the excess crowd.

One possibility would be to buy some land on the north side of Olde Half Day, possibly from the small church or a private property owner along Indian Creek Road. Another idea could be to borrow some spaces from the Vernon Area Public Library, the school's immediate neighbor.

On July 14, library spokeswoman Catherine Savage said District 103 officials had broached the subject with them, but that the Library Board had yet to discuss it. Their next meeting is scheduled for July 20.

"All of this is very tentative," Savage said. "We are willing to have a dialogue. We share a constituency, and we're always looking for ways to improve efficiency among governments."

Warren said after the meeting that he hoped to avoid forcing staff or parents to park along the sides of Indian Creek.

"It's a fairly thin road," he said.

He noted that there does not appear to be anything left on the district's property to add impervious surface to. The paved basketball and four-square courts to the east likely need to remain play areas, and the grass to the south is meant for more games and drainage.

Warren said after the meeting that the board hoped to hear from its residents, and possibly vote for construction proposals at all three buildings, in September. Should it approve additions, he said he hoped that they would be ready in time for fall 2016.

rwachter@pioneerlocal.com

[@RonnieAtPioneer](#)

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School Notes: New choral director named at Mundelein High School

By News-Sun staff

JULY 21, 2015, 2:25 PM

School director, health requirements, award and more.

Waukegan

Free physicals: Rosalind Franklin University Health System is offering free sports physicals to middle- and high-school students in the Waukegan Public Schools district from 9:30 a.m. to 2:30 p.m. July 23, 30, and Aug. 7 at the high school, 2325 Brookside Ave. Incoming sixth-grade and ninth-grade students should have physicals completed during their state-required physical exam and immunization. Sports physicals are valid for 13 months. All high school students who plan to participate on day one of fall tryouts must have an updated physical on record. The number of free physicals is limited, and will be given on a first-come, first-serve basis, and no appointments will be taken. All athletes must have all the attached paperwork filled out by the athlete's parent/guardian. Also a parent/guardian must be with the athlete. Paperwork is also available in the athletic office at Brookside Campus and on the athletic website at il.8to18.com/Waukegan in the resource column. Details, 224-303-2907.

Transportation applications: Parents seeking school-to-daycare bus transportation for their children can submit an Alternate Transportation Application (ATA). ATAs can be completed at the District 60 Transportation and Child Nutrition Office, 1600 Glen Flora Ave., from 8 a.m. to 3 p.m. Mondays through Thursdays through July 30, and at school buildings after Aug. 11. If a parent's application is approved, a student can be dropped off at a daycare provider after school, instead of being dropped off at home. To qualify for Alternate Transportation, a student must first qualify for bus service. The student's daycare/daycare provider must be located within the boundaries of the school attended by the student. Details, 224-303-3801.

Lincolnshire

New member: After a search process that included interviews of 12 candidates, the Board of Education for Lincolnshire-Prairie View School District 103 announced the appointment of Malathy Dwaraknath to fill the vacant position created by the departure of Ben Yomtoob. Dwaraknath was seated at the Board meeting July 13. A resident of Vernon Hills, Malathy is a parent of a just-graduated eighth-grader and an incoming sixth-grader in the District. She is a seasoned human resources professional with leadership experience in various global organizations. She currently serves as the head of HR for the global R&D function for Hospira. She has a master's degree in human resources from XLRI India and a master's in organizational development from Eastern Michigan University.

Mundelein

New director: Stevee Bellas will join Cory Thompson as the directors of the Mundelein High School choral

music program beginning with the 2015-2016 school year. Bellas replaces John Neubauer who resigned after 13 years with the program. Thompson has been at MHS for 10 years. Bellas holds a bachelor of music education degree from the University of Illinois, Urbana-Champaign, where her concentration was in choral music education. She student taught at Naperville North High School and was responsible for grades 9-12 choirs, show choirs and the school musical. She also student taught at London and Cooper Middle Schools in Wheeling/Buffalo Grove, teaching general music, boys and girls choirs and the school musical. During her college years, Bellas performed with the University of Illinois Chamber Singers, Women's Glee Club, Chorale and the University Chorus. She also received a number of music scholarships including the U of I Fine and Applied Arts Talented Student Scholarship; Townsend Performance Scholarship; and the G. Jean Sutter Music Education Scholarship.

Waukegan

Award: School District 60 was awarded a Certificate of Excellence in Financial Reporting from the Association of School Business Officials International (ASBO). The district has been recognized by ASBO for its Comprehensive Annual Financial Report for the fiscal year ending 2014. A Certificate of Excellence is awarded to districts that met or exceeded the program's high standards for financial reporting and accountability. According to ASBO, the award "represents a significant achievement and reflects (the District's) high level of commitment to fiscal integrity." District 60 has been awarded a Certificate of Excellence from ASBO each year since 2007. The Certificate of Excellence in Financial Reporting award was created by ASBO to confirm the school business office's commitment to financial accountability and transparency. The program is sponsored by VALIC.

Requirements: The Illinois Department of Public Health requires a number of immunizations and exams before students can attend school in the State of Illinois. Beginning this school year (2015/16), all students entering the 6th and 12th grades will be required to show proof of recent meningococcal conjugate vaccination (MCV). This is an addition to all other specific grade-level health requirements per State of Illinois law. All students transferring from an out-of-state school, as well as any student entering early childhood, kindergarten, first grade (if student didn't attend kindergarten), sixth grade or ninth grade are required to have a completed exam, along with all required immunizations. Any students transferring into the district from another school in Illinois are required to submit a transfer form that details his or her exam and immunization record. The Illinois Department of Public Health requires that District 60 maintain health records for every student. Those records must include a complete record of immunization, indicating dates that the student received protection for diphtheria, tetanus, pertussis, polio, measles, mumps, rubella, varicella, Hepatitis B, meningococcal (6th and 12th grade) and Hib and pneumococcal (preschool only). All health records should be submitted prior to the start of school unless presented in a previous school year. Failure to do so may result in exclusion from school on Sept. 10. Additionally, a vision exam is required for all students entering kindergarten, or new students entering Illinois for the first time from out of state or out of country. The exam is due by Oct. 15, and must be completed by a licensed eye care professional. A dental exam is required for kindergarten, second, and sixth grades and is due by May 15, 2016. Immunizations and exams can be conducted at a number of clinics or doctor's offices. Parents with questions regarding their child's exams or records may contact their child's school nurse, or Peggi Braden, at 224-303-1058.

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Medline seeks 5-story structure

Move could bring more than 800 workers to Lincolnshire if building wins OK

By RONNIE WACHTER
Pioneer Press

Officials at the company that could become one of Lincolnshire's largest employers are hoping to receive permission from Village Hall to build the structure needed to become that large employer.

Medline Industries Inc. is based in Mundelein, but owns the former Aon Hewitt campus at the northwest corner of Illinois Route 22's interchange with Interstate 94.

The medical industry giant's representatives have told the Village Board that they would like to relocate around 800 or 900 workers to the new property, but that they will need a new, five-story building to do so. That property is part of a planned development district, and village memos show that this plan does not permit five-story structures there.

During the board's July 27 meeting with Medline officials, the two sides discussed a new wave of daytime population filling up Route 22 and, probably, Lincolnshire's lunch spots.

They also discussed concerns over sight lines for a taller office space, and how close the village should hold Medline to the planned district that the company bought into.

"How do we get comfortable with the amount of employees that could be housed there?" Trustee Mark Hancock asked his fellow board members — who gave him several answers, including the existing amount of space, turning lanes and traffic signals.

"We're trying to maintain some flexibility for ourselves here, so we can site our headquarters here," said Bill Abrams, the president of Medline's distributed products division. "The more restrictions that get placed on the property, the less interesting the site is."

Medline is asking the Village Board to change the language of the plan that governs the property it bought. That code allows only one-story and two-story build-



RONNIE WACHTER/PIONEER PRESS

The street once known as Hewitt Drive in Lincolnshire is now Medline Drive, after a name change granted in May by Village Hall to the firm that currently owns the 40-year-old office complex. Medline officials say they will need another village permission to move in, though: a new five-story building.

ings, but that code has also been amended before, because two three-story buildings already stand there, according to the village.

Originally built in the 1970s, Aon Hewitt's former facility has been vacant for years, and Lincolnshire's village planner, Stephen Robles, told the board it is at present "unoccupiable." Abrams said his firm planned to spend more on the renovations of the three existing buildings than it did on buying the 40-plus acres they stand on.

He said the advantages of the Lincolnshire site are clear: it has immediate access to two major highways, its own stoplight at its entrance, and turning lanes leading into it. Medline's current headquarters opens up to U.S. Route 60, and Abrams called the access points there "inadequate."

But he said the company will need a fresh-built, five-story complex on the property's east side to house all of its operations, and then a parking garage to hold all the employees' cars.

The campus is lined on all four

sides by mature trees, but the board discussed the appearance of an office building towering over them, likely visible even during the summer, at the village's front door. While approaching that look with caution, and making no decisions, several trustees were amenable.

"I would have no problems with five stories, maybe even six stories," Trustee Tom McDonough said.

Nor would the agency most responsible for protecting it, and the people inside it. Paul Schebel,

public information coordinator for the Lincolnshire-Riverwoods Fire Protection District, pointed out that his crews are already responsible for taller and larger structures, and that the addition of hundreds of new employees would cause them no concerns.

"The building itself is not an impact," Schebel said in an interview July 28.

According to the Village Hall staff memo sent to the trustees before the meeting, the property is Lincolnshire's only planned development district, which is a different arrangement from the planned unit development with which builders are more familiar. The memo referred to the existing code's language as "out-dated" and noted that Village Hall's zoning board recommended passage of Medline's requests — including the five-story building — during a July 14 meeting.

Bigger offices already exist in Lincolnshire. The memo noted that Aon Hewitt's current facility, 4 Overlook Point, is six stories and 85 feet. Next door, the Zebra building at 3 Overlook Point is also six floors and stands 83 feet. Nearby along I-94, Allstate Insurance's headquarters in Northbrook looms at 10 stories.

The board placed Medline's requests on the agenda for its Aug. 10 meeting. On July 28, company spokeswoman Kathy Cummings said she could not comment about the outcome of the meeting the night before, but that the firm had been pleased with the pace at which Village Hall has handled its concerns.

During the meeting, Robles noted that the firm will not begin its renovations until it knows it can move its headquarters into a new, five-story building.

"There's not much assurance on their end," he told the trustees.

Abrams told the board that, without the additional structure, they might lose interest in the property.

"We bought it for a reason."

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LINCOLNSHIRE – PRAIRIE VIEW SCHOOL DISTRICT 103
1370 RIVERWOODS ROAD
LINCOLNSHIRE, IL 60069
847.295.4030
(FAX) 847.295.9196

MEMO

TO: Board of Education and Dr. Warren, Superintendent
FROM: Julie Postma, Director of Student Services
DATE: August 25, 2015
RE: Draft of Settlement Agreement

For your information, I have attached a draft of a settlement agreement related to placement and waiver of claims related to a fifth grade student with an IEP.

DRAFT

8/19/15

SETTLEMENT AGREEMENT AND RELEASE

THIS AGREEMENT is made and entered into on the dates hereinafter set forth by and between the LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT NO. 103, Lake County, Illinois (hereinafter referred to as the "DISTRICT"), and JORDAN AND HEATHER MANDEL (hereinafter referred to as "the PARENTS"), on their own behalf and on behalf of ELYSE MANDEL, their minor child (hereinafter referred to as "ELYSE").

WITNESSETH:

WHEREAS, there presently exist various matters of pending and contemplated disputes between the parties; and

WHEREAS, the PARENTS have represented that they intend to file a due process complaint against the DISTRICT pursuant to the *Individuals With Disabilities Education Act*, Article 14 of the *School Code of Illinois*, and their respective implementing regulations seeking payment from the DISTRICT for the PARENTS' planned unilateral placement of ELYSE at Cove School; and

WHEREAS, it is the express intention and desire of the parties hereto to compromise any and all claims, whether known or unknown, anticipated or unanticipated, liquidated or unliquidated, that are related to, or arise out of the educational evaluations, services, programs, and/or placements provided or not provided to ELYSE by the DISTRICT, which have been or could have been raised by the PARENTS, up to and through the date of this Agreement.

DRAFT

NOW, THEREFORE, in consideration of the promises and consideration each to the other made as hereinafter set forth, it is hereby understood and agreed by the parties as follows:

1. **NO ADMISSION.** The PARENTS acknowledge and agree that this Settlement Agreement and Release does not constitute and shall not be deemed an admission on the part of the DISTRICT of any facts alleged by the PARENTS or of any wrongdoing, liability, error or violation by the DISTRICT of federal, State or municipal law, statute, regulation or order through the date of this Settlement Agreement.

2. **AMENDMENT OF IEP.** Upon execution of this Agreement by the parties, the DISTRICT will amend ELYSE's current individualized education plan ("IEP"), without an IEP meeting, to reflect a change in her special education placement to Cove School, a non-public special education day school, for the 2015-2016 school year. The DISTRICT will likewise amend the IEP to include transportation as a related service for ELYSE to/from Cove School.

3. **TRIENNIAL REEVALUATION.**

(a) The PARENTS acknowledge that ELYSE's triennial reevaluation is due during the 2015-2016 school year and agree to fully cooperate with the DISTRICT's reevaluation, including but not limited to early initiation of the reevaluation by the DISTRICT.

(b) Upon execution of this Agreement, the PARENTS will provide authorization for release of information forms to permit the DISTRICT to communicate and exchange records with Dr. Leslie Baer Cohen of Rush Neurobehavioral Center and

ELYSE's treating physicians, so the DISTRICT may secure additional data and other information concerning ELYSE's current and anticipated functioning and needs. The PARENTS' failure to do so shall result in: (i) termination of the DISTRICT's payment obligations under this Agreement; and (ii) the PARENTS' obligation to repay the DISTRICT the full amount of any and all payments made by the DISTRICT to Cove School pursuant to this Agreement as liquidated damages.

4. WAIVER OF CLAIMS AND GENERAL RELEASE. In further consideration of the agreements set forth herein, and except as provided in Paragraphs 2 and 3, the PARENTS hereby fully and forever release and discharge the DISTRICT and its former and present Board of Education members in their individual and/or official capacities, employees and agents, from any and all claims, demands, causes of action, obligations, debts, costs, damages, judgments, and liabilities, that are directly or indirectly related to, or arise out of, the evaluations, programs, therapies, services, or transportation provided or not provided to ELYSE, arising under State or federal law or regulation, including but not limited to the *Individuals With Disabilities Act*, 20 U.S.C. Section 1401 et seq.; Section 504 of the *Rehabilitation Act of 1973*, 20 U.S.C. Section 794; the *Americans With Disabilities Act*, 42 U.S.C. Section 12101 et seq.; Article 14 of the *School Code of Illinois*, 105 ILCS 5/14-1.01 et seq.; 42 U.S.C. Sections 1983 and 1985; the *Illinois School Student Records Act*, 105 ILCS 5/50-1 et seq.; the *Family Educational Rights and Privacy Act*, 20 U.S.C. Section 1232(g), and their respective implementing regulations. This waiver shall include, but not be limited to, any and all claims for reimbursement of the PARENTS' attorneys' fees and costs and/or any and all evaluations, programs, therapies,

services, transportation, or incidental costs of any nature whatsoever relative to ELYSE, through the date of this Agreement.

5. **CONFIDENTIALITY**. The PARENTS, the DISTRICT, and their respective agents, employees, consultants, evaluators and/or attorneys, shall, in accordance with law, maintain confidentiality with respect to the matters addressed in this Agreement. The PARENTS, the DISTRICT, and their respective agents, employees, consultants, evaluators and/or attorneys, may disclose information relative to matters covered by and/or addressed within this Agreement only: (a) to the extent required by the provisions of the *Illinois Open Meetings Act* and the *Illinois Freedom of Information Act*; (b) as necessary for accounting and tax purposes; or (c) as required for future litigation between the parties.

6. **VOLUNTARY AGREEMENT**. The parties acknowledge and agree that they have read and understand the terms of this Agreement and enter into it voluntarily, with the advice of legal counsel and without any duress or undue influence on the part of or on behalf of any party.

7. **FINALITY OF SETTLEMENT**. This Settlement Agreement and General Release represents the full and complete understanding of the parties, and all prior agreements, whether oral or written, which pertain to any of the subject matters expressed herein, are hereby deemed merged into this Settlement Agreement and General Release and are superseded by the terms and conditions expressed herein. This Settlement Agreement and General Release may only be modified in writing and shall be interpreted in accordance with the laws of the State of Illinois.

DRAFT

8. APPROVAL OF SETTLEMENT AGREEMENT AND GENERAL RELEASE BY DISTRICT. The DISTRICT's signatory to this Agreement represents that he has actual authority to act on behalf of the DISTRICT in consummating this Agreement, and the PARENTS acknowledge that execution of this Agreement by the Superintendent shall not be a basis to void this Agreement.

IN WITNESS WHEREOF, the parties have caused this Settlement Agreement and Release to be executed on the date(s) written below.

LINCOLNSHIRE-PRAIRIE VIEW
DISTRICT NO. 103, Lake County,
Illinois

By: _____

Date: _____

JORDAN MANDEL, on his own
Behalf and on behalf of ELYSE MANDEL,
his minor child

Date: _____

HEATHER MANDEL, on her own
Behalf and on behalf of ELYSE MANDEL,
her minor child

Date: _____