



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

JULY 9, 2019

The Regular Meeting of the Board of Education of Lincolnshire-Prairie View School District 103 will be held on Tuesday, July 9, 2019 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: Estimated time for meeting - 3 Hours
- B. Pledge of Allegiance
- C. Community Participation
- D. Approval of Minutes 3
- E. Consent Agenda
 - 1. Approval of Bills 8
 - 2. Approval of Employment Actions 31
 - 3. Approval of Resignations 38
 - 4. Approval of Board Policies Issue 100 43
 - 5. Approval of Destruction of Recordings of Executive Session Minutes 63
 - 6. Approval of Semi-annual Review of Executive Session Minutes 64
- F. Action Item
 - 1. Approval of IASB Resolution 65
- G. Discussion Items
 - 1. Daniel Wright Facility Plan Update 69
 - 2. Master Facility Plan Update 72
 - 3. Student Growth Report 82
 - 4. Curriculum and Instruction Goals Review 93
 - 5. Curriculum & Instruction Department Goals 2019-2020 100
 - 6. Administrator Compensation Discussion 103
 - 7. New Website Presentation 107
- H. Information
 - 1. Board Representatives Committee Update 108
 - 2. Business Office 113

3. Facility Update	114
4. Curriculum and Instruction, Student Services, Technology and Assessment	116
5. Superintendent's Informational Report	118
I. Old Business/New Business	
J. Community Participation	
K. Executive Session	
L. Adjournment	



Lincolnshire-Prairie View School District 103

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BOARD OF EDUCATION REGULAR MEETING MINUTES

Tuesday, June 18, 2019

The Board of Education of Lincolnshire-Prairie View School District 103 held its Regular meeting on Tuesday, June 18, 2019 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:

Anne van Gerven, President
Kate Harper, Vice President
Malathy Dwaraknath arrived 7:10 p.m.
Marissa Grossenbach
Rana Hashemi
Michael Odongo
Liang Yang

Absent: None

Also present:

Dr. Scott Warren, Superintendent
Patrick Palbicke, Assistant Superintendent for Business/CSBO
Katie Reynolds, Assistant Superintendent for Curriculum & Instruction
Dr. Gina Finaldi, Director of Student Services
Margaret Van Duch, Communications Coordinator
Norma Taylor, Board Secretary

Public: 0

Press: 0

Staff: 0

Call to Order and Roll Call

Mrs. van Gerven called the meeting to order at 7:01 p.m.

Pledge of Allegiance

Public Hearing FY20 Budget

Mrs. van Gerven declared the public hearing for the fiscal year 2020 budget open at 7:02 p.m.

Mr. Palbicke provided an overview of the budget.

Mrs. van Gerven asked for comments from the Board. A board member inquired about 103 Club enrollment and staffing.

Mrs. van Gerven asked for comments from the public. No comments were brought forward.

Mrs. van Gerven asked for a motion and second to close the hearing.

Motion by Mrs. Harper, seconded by Mr. Odongo to close the hearing.

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

The public hearing closed at 7:23 p.m.

Community Participation

There was no community participation at this time.

Approval of Minutes

Motion by, Mrs. Harper, seconded by Mrs. Dwaraknath, to approve the minutes of the May 21, and June 4, 2019 meetings.

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven.
Nays: None. Abstain: Odongo June 4. Motion carried.

Consent Agenda

Motion by Mrs. Grossenbach, seconded by Mr. Odongo, the Board approve the following items on the Consent Agenda:

Approval of Bills
Approval of School Donations
Approval of Professional Services Contracts
Approval of Designation of Banks
Approval of Revised Staffing Plan
Approval of Employment Actions
Approval of Resignations
Approval of Board Norms and Next Steps

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven.
Nays: None. Abstain: None. Motion carried.

Action Items

1. Approval of FY20 Budget

Motion by Mrs. Dwaraknath, seconded by Mrs. Yang, the Board approve the fiscal year 2020 budget.

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven. Nays: None. Abstain: None. Motion carried.

2. Approval of Resolution Authorizing and Directing the Transfer of Interest from the Debt Service Fund to the Operations and Maintenance Fund

Motion by Mrs. Dwaraknath, seconded by Mrs. Grossenbach, the Board approve the resolution Authorizing and Directing the Transfer of Interest from the Debt Service Fund to the Operations and Maintenance Fund

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven. Nays: None. Abstain: None. Motion carried.

3. Approval of Resolution Authorizing and Directing the Transfer of Interest from the Working Cash Fund to the Operations and Maintenance Fund

Motion by Mrs. Dwaraknath, seconded by Mrs. Harper, the Board approve the resolution Authorizing and Directing the Transfer of Interest from the Working Cash Fund to the Operations and Maintenance Fund

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven. Nays: None. Abstain: None. Motion carried.

4. Approval of Apple Lease

Motion by Mrs. Harper, seconded by Mrs. Dwaraknath, the Board approve the lease with Apple, Inc.

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven. Nays: None. Abstain: None. Motion carried.

Discussion Items

1. Press Policy 1st Reading

Dr. Warren presented policies recently updated and presented for 1st reading review. No items were brought forward for additional review.

2. Daniel Wright Facility

Mr. Palbicke provided an update of the work of the renovations at Daniel Wright. Discussion was held of the plans provided by the architect and the approximate costs of the project and additional facility improvement items.

3. Master Facility Plan

Mr. Palbicke provided an updated master facility plan of items for consideration for facility improvement. Discussion was held of the Target Year for Optional Item column and the Optional Scope column. Consensus was to remove the Target Year for Optional Item column, continue to update the numbers as they come in, and pull out items that will come from capital funds.

4. Administrator Compensation Discussion

Mrs. van Gerven reviewed the Board's previous discussions about the structure of administrator compensation raises. Discussion was held and it was agreed that Dr. Warren would research the industry and bring back data for further discussion.

5. IASB Resolution

Dr. Warren discussed a possible IASB resolution regarding reimbursement for students who are placed in settings other than their home school. Discussion was held. Consensus was the Board supports the resolution.

Information

Board Representatives Committee Update

Mrs. van Gerven will provide a draft of committee reps for the 2019-2020 school year. A discussion will be held at a future meeting.

Departmental Updates

No further discussion on department updates.

The Board requested an update of the new website at a future meeting.

Superintendent Report

Dr. Warren provided his Superintendent report.

Old Business/New Business

Mrs. van Gerven reported she received an update from the school board president for the high school about their school calendar process, and an upcoming property tax task force meeting scheduled with a local state representative.

Community Participation

There was no community participation at this time.

Executive Session

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

Roll Call: Ayes: Dwaraknath, Grossenbach, Harper, Hashemi, Odongo, Yang, van Gerven. Nays: None. Abstain: None. Motion carried.

The Board moved into Executive Session at 9:03 p.m.

Open Session

The Board reconvened to Open Session at 10:02 p.m.

Discussion was held on space for the ELC and if the district could provide space in a new facility.

Adjournment

Motion by Mrs. Harper, seconded by Mrs. Grossenbach, to adjourn.

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

The meeting adjourned at 10:11 p.m.

President Board of Education

Secretary Board of Education

Lincolnshire-Prairie View School District 103

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BOARD OF EDUCATION EXECUTIVE SESSION MINUTES

Tuesday, June 18, 2019

An Executive Session of the Board of Education of Lincolnshire-Prairie View School District 103 was held on Tuesday, June 18, 2019, 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:

- Anne van Gerven, President
- Kate Harper, Vice President
- Malathy Dwaraknath
- Marissa Grossenbach
- Rana Hashemi
- Michael Odongo
- Liang Yang

Absent: None

Also present:

- Dr. Scott Warren, Superintendent

Executive Session convened at 9:12 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

Personnel

The Board discussed the superintendent’s evaluation.

Open Session

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

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

The meeting reconvened to Open Session at 10:02 p.m.

President Board of Education

Secretary Board of Education



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MEMO

To: Board of Education
From: Patrick Palbicke
CC: Dr. Scott Warren
Date: July 3, 2019
Re: Payables

For the approval of bills, you will notice that there are five items for review. While you are aware of many of these at each Board meeting, we wanted to make sure you noticed that it was a little different for this month.

Included for review:

- NIHIP Paid by Check number
- P-card Paid by Check number
- Bills Paid for the Month including a June 28th run to get into last Fiscal Year
- Imprest Paid by check number
- An early July run (7/02) to pay for the service agreements we have with many vendors that pay for the entire year along with bills that need to be paid before the August meeting

Let us know if there are any questions.

Open Accounts Payable Fund Totals

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Lincolnshire-Prairie View SD #103

Fund Code	Description	Batch #	Amount
10	Education Fund	62,819	169,404.00
20	Oper, Build, & Maint Fund	62,819	28,040.42
40	Transportation Fund	62,819	9,396.32
Report Total			<u><u>\$206,840.74</u></u>

Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name									Due	
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #	
ABRAMS, SANDRA										
	10-1600-410	SUMMER SCHOOL SUPPLIES		62,819		0.00	500.56	6/24/19	10-1600-410	
	10-1600-410	SUPPLIES D103 SUMMER SCHOOL COOKING		62,819		0.00	365.24	7/1/19	10-1600-410	
	10-1600-410	SUPPLIES D103 SUMMER SCHOOL COOKING		62,819		0.00	80.88	7/2/19	10-1600-410	
						<u>0.00</u>	<u>946.68</u>			
ADLAI E STEVENSON HIGH SCHOOL										
1876	10-1190-390	BAND CONCERT 5/13		62,819		0.00	400.00	6/21/19	10-1190-390	
	10-2210-314	MATH ARTICULATION SPECIALIST		62,819		0.00	345.00	6/26/19	10-2210-314	
1881	10-1190-390	DW ORCHESTRA 5/21		62,819		0.00	447.50	7/2/19	10-1190-390	
						<u>0.00</u>	<u>1,192.50</u>			
ADVOCATE OCCUPATIONAL HEALTH										
733699	40-2550-390	DRVR RECRT PHYS FRISHMAN, KILEY, NYKIEL, ROD, YOON		62,819		0.00	633.00	7/1/19	40-2550-390	
						<u>0.00</u>	<u>633.00</u>			
ALLSTAR DRAPERY & WINDOW										
N/A	10-1120-419	SEE ATTACHED SHADES FOR 5TH & 6TH WINGS		62,819	0000013168	6,970.00	6,970.00	6/25/19	10-1120-419	
						<u>6,970.00</u>	<u>6,970.00</u>			
AMAZON										
	10-2215-410	PO 190000002		62,819	1900000002	0.00	26.99	6/26/19	10-2215-410	
	10-2211-490	OTHER SUPPLIES - PTO PO 1900000017		62,819		0.00	79.63	6/26/19	10-2211-490	
	10-2215-410	SUPPLIES PO 1900000010		62,819		0.00	11.94	6/26/19	10-2215-410	
	10-2215-410	SUPPLIES PO 190000005 PTO		62,819		0.00	617.46	6/26/19	10-2215-410	
	10-2215-410	SUPPLIES PO 1900000006		62,819	1900000006	0.00	1,020.63	6/26/19	10-2215-410	
	10-2130-410-1	SUPPLIES - SP PO 1900000021		62,819	1900000021	0.00	34.25	6/26/19	10-2130-410	
	10-3500-410	SUPPLIES PO 1900000025		62,819	1900000025	0.00	155.15	6/26/19	10-3500-410	
						<u>0.00</u>	<u>1,946.05</u>			
AUDIOLOGICAL SERVICE & SUPPLY										
4766	10-2130-390	CALIBRATION		62,819		0.00	225.00	6/28/19	10-2130-390	
						<u>0.00</u>	<u>225.00</u>			
AVERUS										
2249980	20-2540-329	SERVICE CALL		62,819		0.00	290.08	6/28/19	20-2540-329	
						<u>0.00</u>	<u>290.08</u>			
Bialk, Robert J										
	10-2660-410	DW LUNCH MEETING POWERSCHOOL		62,819		50.50	50.50	6/26/19	10-2660-410	
	10-2410-230	TUITION REIMBURSEMENT		62,819		3,000.00	3,000.00	7/1/19	10-2410-230	

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Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name		Description	Claim #	Batch #	P.O. #	Dir. Dep.	Due		
Invoice #	A.S.N.						Amount	Date	State Account #
						3,050.50	3,050.50		
BRYANT, ROBYNN									
	10-3500-410	SUPPLIES SUMMER CAMP		62,819		0.00	170.92	6/26/19	10-3500-410
						0.00	170.92		
CARLSON, MONICA									
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	57.69	7/1/19	10-1600-410
						0.00	57.69		
CHRISTINE ERICKSON PETTY CASH									
	10-1200-410	GUIDED CBI TRIPS 5/10 AND 5/28		62,819		0.00	478.29	6/21/19	10-1200-410
	10-1200-410	GUIDED CBI TRIP 6/21/19		62,819		0.00	116.32	6/26/19	10-1200-410
						0.00	594.61		
CITICARE TRANSPORTATION									
	3582 40-2550-331	SPED TRANS 5/1/19 - 5/31/19		62,819		0.00	4,903.40	7/1/19	40-2550-331
						0.00	4,903.40		
Conforti, Nancy									
11	10-1600-410	SUPPLIES BABYSITTING CLASS		62,819		0.00	48.05	6/24/19	10-1600-410
						0.00	48.05		
CONSERV FS									
	0619131 20-2540-410-3	GROUNDS SUPPLIES		62,819		0.00	1,100.00	6/28/19	20-2540-410
						0.00	1,100.00		
COVE SCHOOL, THE									
	10-1912-670	6/19- PRIVATE SCHOOL TUITION		62,819		0.00	1,049.00	6/24/19	10-1912-670
	0519 10-1912-670	05/19 PRIVATE TUITION		62,819		0.00	5,769.72	6/24/19	10-1912-670
						0.00	6,818.72		
Day, Brenda A									
	10-1200-410	INTRADISTRICT MILEAGE 8/20/18 - 6/5/19		62,819		0.00	134.45	6/26/19	10-1200-410
						0.00	134.45		
DISCOUNT SCHOOL SUPPLY									
	D38035130101 10-1111-410	SP SUPPLIES - GENERAL K-2		62,819	0000013029	114.67	114.67	6/21/19	10-1111-410
						114.67	114.67		
DONENBERG, MALLORY									
	10-1111-230	TUITION REIMBURSEMENT		62,819		0.00	840.00	6/21/19	10-1111-230
						0.00	840.00		

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Lincolnshire-Prairie View SD #103

Vendor Name						Due		
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date State Account #
Drazner, Tara L								
	10-1112-230	TUITION REIMBURSEMENT		62,819		1,120.00	1,120.00	6/24/19 10-1112-230
						<u>1,120.00</u>	<u>1,120.00</u>	
E.T.PADDOCK ENTERPRISES								
0619131	20-2540-329	INDOOR BLEACHER INSPECTION		62,819		0.00	790.00	6/28/19 20-2540-329
						<u>0.00</u>	<u>790.00</u>	
EDUCATIONAL LEAGUE OF ILLINOIS								
	10-2320-312	SCOTT WARREN MEMBERSHIP		62,819		0.00	100.00	6/26/19 10-2320-312
						<u>0.00</u>	<u>100.00</u>	
EXCEPTIONAL LEARNERS COLLABORATIVE								
1378	10-2140-314	5/19 PHYSICAL THERAPY SERVICES		62,819		1,976.70	1,976.70	6/27/19 10-2140-314
						<u>1,976.70</u>	<u>1,976.70</u>	
FINALDI, GINA								
	10-2330-312	INTRADISTRICT TRAVEL 9/5/18 - 6/5/19		62,819		0.00	122.93	6/26/19 10-2330-312
	10-2330-332	TRAVEL 7/9/18 - 6/24/19		62,819		0.00	512.02	6/26/19 10-2330-332
						<u>0.00</u>	<u>634.95</u>	
FIRST STAGE CHILDRENS THEATER								
	10-1120-414	8TH GRADE DEPOSIT WINGS OF MARIPOSA		62,819		0.00	50.00	6/25/19 10-1120-414
						<u>0.00</u>	<u>50.00</u>	
FIRST STUDENT								
107605	10-1112-390	3RD GRADE CHICAGO TRIP		62,819		0.00	4,064.00	6/25/19 10-1112-390
						<u>0.00</u>	<u>4,064.00</u>	
FRANK COONEY COMPANY								
	10-1112-419	PARTIAL PAYMENT FURNITURE HD		62,819		0.00	9,000.00	6/28/19 10-1112-419
						<u>0.00</u>	<u>9,000.00</u>	
FUNK, ALEXANDRA								
	10-2110-640	6/19 SPECIAL OLYMPICS MEALS		62,819		37.05	37.05	6/24/19 10-2110-640
	10-2110-332	TRAVEL DW - SP 9/11/18 - 6/3/19		62,819		82.94	82.94	6/24/19 10-2110-332
						<u>119.99</u>	<u>119.99</u>	
GENERAL MECHANICAL SERVICES								
S12078342	20-2540-329	SP MPR FAN REPAIR		62,819		1,035.91	1,035.91	6/28/19 20-2540-329
S12078343	20-2540-329	SP MPR FAN REPAIR		62,819		958.46	958.46	6/28/19 20-2540-329
						<u>1,994.37</u>	<u>1,994.37</u>	

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Lincolnshire-Prairie View SD #103

Vendor Name								Due	
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #
GENESIS TECHNOLOGIES									
24998521	10-2540-325	RENTAL OF COPY EQUIPMENT		62,819		0.00	1,250.01	6/27/19	10-2540-325
						0.00	1,250.01		
GREAT LAKES PROPERTY LOGISTICS									
	20-2540-500	5/20 CONDUIT 3 BUILDINGS		62,819		0.00	10,250.00	6/28/19	20-2540-500
						0.00	10,250.00		
Healy, Anna									
	10-1120-230	MILEAGE SPECIAL OLYMPICS		62,819		369.70	369.70	6/24/19	10-1120-230
						369.70	369.70		
HJELM, BETH									
	10-1111-225	REIMB RETIREE INSURANCE SEPT - MAY		62,819		36.00	36.00	6/24/19	10-1111-225
						36.00	36.00		
HODGES, LOIZZI, EISENHAMMR RODICK & KOHN LLP									
	10-2310-312	SCHOOL BOARD HAND BOOK		62,819		0.00	245.00	7/2/19	10-2310-312
						0.00	245.00		
ICE SNOW REMOVAL & LANDSCAPE									
s8452	20-2540-329	4/6 - 5/11 LAWN MAINTENANCE		62,819		0.00	3,870.00	6/27/19	20-2540-329
S8464	20-2540-329	5/18 - 6/22 LAWN MAINTENANCE		62,819		0.00	3,225.00	6/27/19	20-2540-329
S8308	20-2540-322	2/1 - 2/17 SNOW REMOVAL		62,819		0.00	3,341.00	6/27/19	20-2540-322
						0.00	10,436.00		
JENNIFER VERGARA									
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	11.05	6/26/19	10-1600-410
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	17.97	6/26/19	10-1600-410
						0.00	29.02		
JESSICA DEMSKI									
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	162.45	7/1/19	10-1600-410
						0.00	162.45		
Jones, Luke									
	10-1200-332	TRAVEL 8/20/18 - 6/5/19		62,819		0.00	437.44	6/24/19	10-1200-332
						0.00	437.44		
LAKE COUNTY FOREST RESERVES									
	10-1111-390	FIELD TRIPS 5/6 - 5/9 SP		62,819		0.00	836.00	6/26/19	10-1111-390
	10-1111-390	FIELD TRIPS 5/13 AND 5/14		62,819		0.00	304.00	6/26/19	10-1111-390
						0.00	1,140.00		

Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name								Due	
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #
LAKE COUNTY REGIONAL OFFICE OF EDUCATION									
10-3950		ORPHANAGE TUITION 8/31/18 - 6/30/19		62,819		0.00	94,474.02	6/28/19	10-3999
						0.00	94,474.02		
LAKESHORE LEARNING MATERIALS									
3464040619	10-2215-410	SUPPLIES		62,819	1900000013	0.00	959.10	6/26/19	10-2215-410
						0.00	959.10		
Lamberti, Jan									
10-1600-410		D103 SUMMER SCHOOL SUPPLIES		62,819		0.00	20.75	6/26/19	10-1600-410
10-1600-410		SUPPLIES		62,819		0.00	2.99	7/1/19	10-1600-410
						0.00	23.74		
LANGUAGE TESTING INTERNATIONAL, INC									
L28424	10-2230-392	5/14 SPANISH		62,819		0.00	815.00	6/21/19	10-2230-392
						0.00	815.00		
LAURA STOLL									
10-1200-410		BALANCE IN CBI LUNCH		62,819		0.00	6.67	6/21/19	10-1200-410
						0.00	6.67		
MACGILL									
0679494	10-2130-410-1			62,819	1900000020	0.00	68.70	6/21/19	10-2130-410
						0.00	68.70		
McCraren, Catherine L									
10-1600-410		SUPPLIES SUMMER SCHOOL		62,819		144.06	144.06	7/1/19	10-1600-410
						144.06	144.06		
MEYER LABORATORY									
0688937	20-2540-410-1	CUSTODIAL SUPPLIES		62,819		0.00	194.40	6/28/19	20-2540-410
0689390	20-2540-410-1	CUSTODIAL SUPPLIES		62,819		0.00	149.17	6/28/19	20-2540-410
						0.00	343.57		
MIDWEST TRANSIT EQUIPMENT									
R341003526	40-2550-319	WO: 884 BUS: 20 HEADLIGHT CONNEC		62,819		0.00	130.84	7/1/19	40-2550-319
R102012679	40-2550-319	WO: 945 B3		62,819		0.00	1,692.61	7/1/19	40-2550-319
R102012654	40-2550-319	WO: 940 B8		62,819		0.00	283.40	7/1/19	40-2550-319
R102012730	40-2550-319	WO: 951 B20		62,819		0.00	961.68	7/1/19	40-2550-319
R102012654	40-2550-319	WO: 940 B8 BRAKE FLUID LEAKING		62,819		0.00	544.08	7/1/19	40-2550-319
						0.00	3,612.61		

Namkung, Christine

Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name								Due		
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #	
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		19.75	19.75	7/1/19	10-1600-410	
						19.75	19.75			
NASCO										
419545	10-2211-490	FACS SUPPLIES PER ATTACHED LIST		62,819	1900000011	1,415.94	1,415.94	6/26/19	10-2211-490	
						1,415.94	1,415.94			
NAYSE CEDENO										
	10-1200-410	BALANCE IN CBI LUNCH		62,819		0.00	74.42	6/21/19	10-1200-410	
						0.00	74.42			
NETWORK SERVICES										
A151039	20-2540-410-1	CUSTODIAL SUPPLIES		62,819		13.60	13.60	6/28/19	20-2540-410	
A135887	20-2540-410-1	CUSTODIAL SUPPLIES		62,819		234.24	234.24	6/28/19	20-2540-410	
A139595	20-2540-410-3	GROUNDS SUPPLIES		62,819		196.45	196.45	6/28/19	20-2540-410	
						444.29	444.29			
NORTHERN SPEECH SERVICES										
1240289	10-2215-410	SUPPLIES		62,819	1900000014	0.00	307.29	6/27/19	10-2215-410	
						0.00	307.29			
NORTHERN SUBURBAN SPECIAL EDUCATION DISTRICT										
190653	10-1912-670	BILLING NON MEMBER C. HELDT		62,819		0.00	1,569.60	6/21/19	10-1912-670	
						0.00	1,569.60			
PARK, SANGKYUN										
	10-1200-410	BALANCE IN CBI LUNCH		62,819		0.00	44.25	6/21/19	10-1200-410	
						0.00	44.25			
PEAK PLUMBING										
24346	20-2540-329	TRANSP REPAIR		62,819		821.61	821.61	6/28/19	20-2540-329	
06172019	20-2540-329	5/24 SEWER LINE		62,819		1,375.00	1,375.00	6/28/19	20-2540-329	
						2,196.61	2,196.61			
PERFORMANCE FOOD SERVICE										
4100820	10-3500-410	D103 SNACKS		62,819		0.00	523.96	6/26/19	10-3500-410	
						0.00	523.96			
PIGNATTI, DENISE										
	40-2550-331	SPEC ED TRANS SERVICES		62,819		0.00	247.31	6/26/19	40-2550-331	
						0.00	247.31			
RISTOFF, RICK										
	10-2660-225	RETIREE INSURANCE COVERING JULY - NOV		62,819		0.00	2,245.20	7/1/19	10-2660-225	

Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name									
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Due Date	State Account #
						0.00	2,245.20		
ROBBINS SCHWARTZ									
848900	10-2310-318	LEGAL SERVICES THROUGH 4/30		62,819		0.00	97.50	6/28/19	10-2310-318
848903	10-2310-318	LEGAL SERVICES THROUGH 4/30		62,819		0.00	132.50	6/28/19	10-2310-318
848906	10-2310-318	LEGAL SERVICES THROUGH 4/30		62,819		0.00	683.25	6/28/19	10-2310-318
						0.00	913.25		
SAMS CLUB									
	10-3500-410	SUPPLIES D103		62,819		0.00	139.16	6/27/19	10-3500-410
						0.00	139.16		
SCHAPER, BARB									
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	79.31	7/1/19	10-1600-410
						0.00	79.31		
SCHOLASTIC									
19526331	10-1111-417	PO 13125		62,819		0.00	17.16	6/24/19	10-1111-417
						0.00	17.16		
SCHOOL DISTRICT 103 PTO									
	10-403	TRANSFER PTO MEMBERSHIP FEES REVTRAK		62,819		0.00	17,281.30	6/26/19	10-403
						0.00	17,281.30		
SCHOOL HEALTH CORPORATION									
361210800	10-2130-410-1	SUPPLIES - SP		62,819	1900000022	0.00	37.85	6/26/19	10-2130-410
						0.00	37.85		
THE SENSORY PATH									
1532	10-2215-410	TSP-ORIGINAL SENSORY PATH 1		62,819	1900000015	0.00	1,500.00	6/27/19	10-2215-410
						0.00	1,500.00		
Twardowski, Tracy									
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	149.98	6/24/19	10-1600-410
						0.00	149.98		
Van Duch, Margaret									
	10-2630-410	AIRFARE TO D.C. CONFERENCE		62,819		0.00	336.61	6/24/19	10-2630-410
	10-2630-410	SUPPLIES SD CARD		62,819		0.00	22.79	6/24/19	10-2630-410
	10-2630-410	SUPPLIES BATTERIES		62,819		0.00	17.99	6/24/19	10-2630-410
	10-2630-332	TRAVEL 1/3/19 - 5/23/19		62,819		0.00	229.64	6/24/19	10-2630-332
	10-2630-332	TRAVEL 1/15/19 - 6/18 INTRADISTRICT		62,819		0.00	133.28	6/24/19	10-2630-332
	10-2630-640	INSPRA EC PROGRAM SP		62,819		0.00	45.00	6/24/19	10-2630-640

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Lincolnshire-Prairie View SD #103

Vendor Name								Due		
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #	
	10-2630-640	INSPIRA CULTURAL DIVERSITY SP		62,819		0.00	45.00	6/24/19	10-2630-640	
						0.00	830.31			
VANI, SUE										
	10-1600-410	SUPPLIES SUMMER SCHOOL		62,819		0.00	1,715.74	7/2/19	10-1600-410	
						0.00	1,715.74			
WOLD ARCHITECTS AND ENGINEERS										
61806	20-2540-500	HD LIGHTING		62,819		0.00	195.50	6/28/19	20-2540-500	
						0.00	195.50			
Wolin, Robin										
	10-3500-410	SUPPLIES SUMMER CAMP		62,819		0.00	49.01	6/26/19	10-3500-410	
	10-3500-410	SUPPLIES SUMMER CAMP		62,819		0.00	154.13	6/26/19	10-3500-410	
						0.00	203.14			
						<u>\$19,972.58</u>	<u>\$206,840.74</u>	Report Total		

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Open Accounts Payable Fund Totals

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Lincolnshire-Prairie View SD #103

Fund Code	Description	Batch #	Amount
10	Education Fund	70,119	389,700.58
20	Oper, Build, & Maint Fund	70,119	12,335.13
30	Debt Service Fund or Fund Group	70,119	36,907.91
40	Transportation Fund	70,119	284,749.00
60	Capital Projects Fund or Fund Group	70,119	62,561.93
Report Total			<u>\$786,254.55</u>

Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name								Due	
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #
BATTELLE FOR KIDS									
208624	10-2320-312	SUBSCRIPTION PROFESSIONAL		70,119		0.00	3,600.00	7/2/19	10-2320-312
						<u>0.00</u>	<u>3,600.00</u>		
BRECHT'S DATABASE SOLUTIONS, INC									
5266	10-2230-392	EMBRACE 1-DAY ON-SITE TRAINING		70,119	2000000069	0.00	1,000.00	7/1/19	10-2230-392
5266	10-2230-392	EMBRACE NON-RECURRING IMPLEMENTATION SERVICES		70,119	2000000069	0.00	1,000.00	7/1/19	10-2230-392
5266	10-2230-392	EMBRACE 1-YR PROGRAM SUBSCRIPTION		70,119	2000000069	0.00	3,000.00	7/1/19	10-2230-392
						<u>0.00</u>	<u>5,000.00</u>		
CLIC									
	10-2360-382	WORKERS' COMPENSATION		70,119		0.00	155,095.00	7/1/19	10-2360-380
	10-2360-381	PROPERTY/CASUALTY INSURANCE		70,119		0.00	80,514.00	7/1/19	10-2360-380
						<u>0.00</u>	<u>235,609.00</u>		
CROWN GLOBAL CONSULTING									
1723	10-2310-392	7/1 TEACHER ONLINE SCREENER		70,119		2,178.00	2,178.00	7/1/19	10-2310-392
						<u>2,178.00</u>	<u>2,178.00</u>		
DUDE SOLUTIONS INC.									
44362	10-2660-392	TECHNOLOGY ESSENTIALS INCIDENT		70,119		1,231.44	1,231.44	7/1/19	10-2660-392
44360	10-2660-392	TECHNOLOGY ESSENTIALS INSIGHT		70,119		2,467.08	2,467.08	7/1/19	10-2660-392
44361	20-2540-392	ANNUAL WORK ORDER FEE		70,119		2,373.13	2,373.13	7/1/19	20-2540-392
						<u>6,071.65</u>	<u>6,071.65</u>		
EBSCO									
10001046921	10-2220-392	EBSCO PACKAGE		70,119		1,335.00	1,335.00	7/1/19	10-2220-392
						<u>1,335.00</u>	<u>1,335.00</u>		
ED-RED									
103L	10-2320-640	MEMBERSHIP FEE		70,119		0.00	2,250.00	7/1/19	10-2320-640
						<u>0.00</u>	<u>2,250.00</u>		
ET PADDOCK									
0619132	20-2540-329	BASKETBALL BACKSTOPS FOLDING CURTAINS		70,119		0.00	4,760.00	7/1/19	20-2540-329
						<u>0.00</u>	<u>4,760.00</u>		
FORECAST5 ANALYTICS									
09005	10-2520-392	LICENSE AGREEMENT 7/1/19		70,119		12,770.00	12,770.00	7/1/19	10-2520-392
						<u>12,770.00</u>	<u>12,770.00</u>		
FRONTLINE TECHNOLOGIES									

Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name								Due	
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #
97406	10-2640-392	SERVICE AGREEMENTS 7/1/19-6/20/20		70,119		0.00	13,440.34	7/1/19	10-2640-392
104465	10-2210-392	PROFESSIONAL LEARNING 8/1/19 TO 7/31/20		70,119	2000000071	0.00	5,097.51	7/1/19	10-2210-392
						0.00	18,537.85		
GENESIS TECHNOLOGIES									
2503318	10-2540-325	RENTAL OF COPY EQUIPMENT		70,119		0.00	3,357.90	7/2/19	10-2540-325
						0.00	3,357.90		
GOLDSTAR LEARNING									
5118	10-1100-392	MASTERY MANAGER PYMT 3 OF 3		70,119		0.00	4,825.14	7/1/19	10-1100-392
						0.00	4,825.14		
ILLINOIS ASSOCIATION OF SCHOOL BOARDS									
270174	10-2310-640	ANNUAL DUES		70,119		0.00	7,722.00	7/1/19	10-2310-640
						0.00	7,722.00		
INNER SECURITY SYSTEMS									
112612	20-2540-392	SP RADIO TRANSMITTER RENTAL		70,119		156.00	156.00	7/1/19	20-2540-392
112611	20-2540-392	HD ALARM MONITORING 7/1 - 9/30		70,119		246.00	246.00	7/1/19	20-2540-392
112467	20-2540-392	DW RADIO TRANSMITTER RENTAL		70,119		156.00	156.00	7/1/19	20-2540-392
112652	20-2540-392	DW ALARM MONITORING 7/1 - 9/30		70,119		246.00	246.00	7/1/19	20-2540-392
						804.00	804.00		
LEVEL DATA, INC.									
2530	10-2660-392	ACTIVE DIRECTORY ANNUAL FEE		70,119		0.00	6,262.36	7/1/19	10-2660-392
						0.00	6,262.36		
MYSTERY SCIENCE									
	10-2210-392	SCHOOL MEMBERSHIP HD		70,119		0.00	999.00	7/1/19	10-2210-392
						0.00	999.00		
NEWSELA									
00047022	10-2211-390-1	SCHOOL LICENSE		70,119		0.00	8,525.00	7/1/19	10-2211-390
						0.00	8,525.00		
POWERSCHOOL GROUP LLC									
	10-2620-392	UNIFIED TALENT PERFORM TEACHER		70,119		0.00	9,716.33	7/1/19	10-2620-392
	10-1100-392	POWERSCHOOL LEARNING 7/22/19		70,119		0.00	20,220.50	7/1/19	10-1100-392
2075462	10-2660-392	SIS SUBSCRIPTION -HOSTING		70,119		0.00	26,481.94	7/2/19	10-2660-392
						0.00	56,418.77		
PRC-SALTILLO									
19101014	10-1200-500	ACN1000		70,119	2000000020	0.00	5,981.00	7/1/19	10-1200-500

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Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name		Description	Claim #	Batch #	P.O. #	Dir. Dep.	Due		
Invoice #	A.S.N.						Amount	Date	State Account #
						0.00	5,981.00		
PROFESSIONAL SOFTWARE FOR NURSES									
20203581	10-2660-392	SNAP SUBSCRIPTION		70,119		0.00	3,120.00	7/1/19	10-2660-392
						0.00	3,120.00		
RICKERT, KRISTINE									
	10-1550-332	TRAVEL HISTORY BEE MEALS		70,119		0.00	115.87	7/1/19	10-1550-332
						0.00	115.87		
SANDNER GROUP, THE									
353355	10-2310-690	TREASURERS BOND		70,119		0.00	4,543.00	7/1/19	10-2310-690
						0.00	4,543.00		
SANTANDER BANK NA									
2328432	40-2550-325	BUS LEASE PAYMENT 1		70,119		0.00	15,863.00	7/1/19	40-2550-325
						0.00	15,863.00		
SANTANDER LEASING									
2328477	40-2550-325	BUS LEASE		70,119		0.00	268,886.00	7/1/19	40-2550-325
						0.00	268,886.00		
SUPERINTENDENTS ROUNDTABLE OF NORTHERN ILLINIOS									
	10-2320-640	MEMBERSHIP S. WARREN		70,119		0.00	225.00	7/1/19	10-2320-640
						0.00	225.00		
TELCOM INNOVATIONS GROUP									
A53763	10-2660-392	EXTREME SWITCH RENEWAL 6/27 - 6/26		70,119		0.00	2,627.17	7/1/19	10-2660-392
						0.00	2,627.17		
VELOCITYEHS									
195276	20-2540-392	SUBSCRIPTION 7/1/19		70,119		0.00	4,398.00	7/1/19	20-2540-392
						0.00	4,398.00		
WELLS FARGO VENDOR FIN SERV									
69707353	30-5270-620	APPLE IPAD WIFI		70,119		0.00	2,264.74	7/1/19	30-5270-620
6986370	30-5370-610	APPLE IPAD WIFI 16GB		70,119		0.00	9,566.26	7/1/19	30-5370-610
69707353	30-5370-610	APPLE IPAD WIFI 32 GB		70,119		0.00	24,599.55	7/1/19	30-5370-610
69686370	30-5270-620	APPLE IPAD WIFI 16GB		70,119		0.00	477.36	7/1/19	30-5270-620
						0.00	36,907.91		
WOLD ARCHITECTS AND ENGINEERS									
62092	60-2530-500	THROUGH 90% OF DESIGN DEV		70,119		0.00	62,561.93	7/1/19	60-2530-500
						0.00	62,561.93		

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Open Accounts Payable List

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Lincolnshire-Prairie View SD #103

Vendor Name								Due	
Invoice #	A.S.N.	Description	Claim #	Batch #	P.O. #	Dir. Dep.	Amount	Date	State Account #
							<u>\$23,158.65</u>		
							<u>\$786,254.55</u>		Report Total

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Paid Accounts Payable by Check Number

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 Lincolnshire-Prairie View SD #103
 Expense on Date: 5/1/2019 to 5/31/2019

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
N/A	10-2690-220	NIHIP	MEDICAL INSURANCE - ED	519		5/13/19	5/1/19	90513001	251,692.50	10-2690-220
N/A	10-2690-221		LIFE/LTD INSURANCE - ED	519		5/13/19	5/1/19	90513001	3,219.39	10-2690-221
N/A	10-435		DENTAL INSURANCE PAYABLE	519		5/13/19	5/1/19	90513001	7,477.10	10-430
N/A	10-2690-221		LIFE/LTD INSURANCE - ED	519		5/13/19	5/1/19	90513001	898.15	10-2690-221
N/A	20-2540-220		MEDICAL INSURANCE - O&M	519		5/13/19	5/1/19	90513001	12,853.83	20-2540-220
N/A	20-2540-221		LIFE/LTD INSURANCE - O&M	519		5/13/19	5/1/19	90513001	83.60	20-2540-221
N/A	20-435		DENTAL INSURANCE PAYABLE	519		5/13/19	5/1/19	90513001	603.31	20-430
N/A	20-2540-221		LIFE/LTD INSURANCE - O&M	519		5/13/19	5/1/19	90513001	146.00	20-2540-221
N/A	40-2550-220		MEDICAL INSURANCE - TRANS	519		5/13/19	5/1/19	90513001	26,584.09	40-2550-220
N/A	40-2550-221		LIFE/LTD INSURANCE - TRANS	519		5/13/19	5/1/19	90513001	139.46	40-2550-221
N/A	40-435		DENTAL INSURANCE PAYABLE	519		5/13/19	5/1/19	90513001	1,285.77	40-430
N/A	40-2550-221		LIFE/LTD INSURANCE - TRANS	519		5/13/19	5/1/19	90513001	420.25	40-2550-221
N/A	10-2320-225		RETIREE INSURANCE	519		5/13/19	5/1/19	90513001	1,826.96	10-2320-225
N/A	10-2210-225		RETIREE INSURANCE	519		5/13/19	5/1/19	90513001	827.26	10-2210-225
									Total	<u>308,057.67</u>
									Report Total	<u><u>\$308,057.67</u></u>

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Paid Accounts Payable by Check Number

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 Lincolnshire-Prairie View SD #103
 Expense on Date: 5/1/2019 to 5/31/2019

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
	10-2150-410	MASTERCARD CORPORATE CLI	AAC LANGUAGE LAB YEARLY SUBSC	1905	200000I	5/23/19	5/1/19	1905	19.95	10-2150-410
	10-1190-410-2		JE PEPPER- ORCHESTRA MUSIC	1905	200000I	5/23/19	5/1/19	1905	40.00	10-1190-410
	10-1112-415		MARIANOS	1905	200000I	5/23/19	5/1/19	1905	49.00	10-1112-415
	10-1112-410		AMAZON- ROOM DIVIDERS	1905	200000I	5/23/19	5/1/19	1905	657.03	10-1112-410
	10-1112-410		AMAZON-SCHOOL SPIRIT DANCER	1905	200000I	5/23/19	5/1/19	1905	137.77	10-1112-410
	10-1190-410-2		JW PEPPER - ORCHESTRA MUSIC	1905	200000I	5/23/19	5/1/19	1905	40.00	10-1190-410
	10-1190-410-2		JW PEPPER-ORCHESTRA MUSIC	1905	200000I	5/23/19	5/1/19	1905	196.99	10-1190-410
	10-1112-410		AMAZON-FOLDERS	1905	200000I	5/23/19	5/1/19	1905	15.82	10-1112-410
	10-1112-410		WALGREENS-CANDY	1905	200000I	5/23/19	5/1/19	1905	38.94	10-1112-410
	10-1112-415		CAROLINA BIOLOGICAL-CRAY FISH	1905	200000I	5/23/19	5/1/19	1905	173.37	10-1112-415
	10-1112-416		DISCOUNT MUGS-TAX BACK	1905	200000I	5/23/19	5/1/19	1905	(33.75)	10-1112-416
	10-1112-410		AMAZON-PENS	1905	200000I	5/23/19	5/1/19	1905	18.08	10-1112-410
	10-1112-410		AMAZON-POWERSTRIP SURGE PROT	1905	200000I	5/23/19	5/1/19	1905	49.98	10-1112-410
	10-1112-416		DISCOUNT MUGS-ILLINOIS BAGS	1905	200000I	5/23/19	5/1/19	1905	751.19	10-1112-416
	10-1112-410		SAMS CLUB-PLATES, BOWLS	1905	200000I	5/23/19	5/1/19	1905	46.44	10-1112-410
	10-403		PARTY CITY-BALLOONS AND STAGE S	1905	200000I	5/23/19	5/1/19	1905	32.11	10-403
	10-1112-415		AMAZON- RAISINS, JELLYBELLYS, CE	1905	200000I	5/23/19	5/1/19	1905	60.81	10-1112-415
	10-1112-416		DISCOUNT MUGS-DISCOUNT FOR SC	1905	200000I	5/23/19	5/1/19	1905	(146.30)	10-1112-416
	10-1120-411		GORDON FOOD STORE	1905	200000I	5/23/19	5/1/19	1905	60.94	10-1120-411
	10-1120-411		GORDON FOOD STORE COUPON REF	1905	200000I	5/23/19	5/1/19	1905	(5.00)	10-1120-411
	10-1120-411		MARIANO`S-COOKING FCS	1905	200000I	5/23/19	5/1/19	1905	63.60	10-1120-411
	10-1120-411		MARIANO`S-COOKING FCS	1905	200000I	5/23/19	5/1/19	1905	533.11	10-1120-411
	10-1120-411		MARIANO`S-COOKING FCS	1905	200000I	5/23/19	5/1/19	1905	20.34	10-1120-411
	10-1120-411		MARIANO`S-COOKING FCS	1905	200000I	5/23/19	5/1/19	1905	30.72	10-1120-411
	10-1120-411		JOANN STORES -PLIERS	1905	200000I	5/23/19	5/1/19	1905	7.49	10-1120-411
	10-2190-410		JOANN STORES-SEWING CLUB	1905	200000I	5/23/19	5/1/19	1905	387.19	10-2190-410
	20-2540-410-1		PORTILLOS STAFF MEETING LUNCH	1905	200000I	5/23/19	5/1/19	1905	31.68	20-2540-410
	20-2540-329		LAKSIDE GLASS DW CAFE WINDOW F	1905	200000I	5/23/19	5/1/19	1905	374.00	20-2540-329
	20-2540-410-3		HOME DEPOT GROUNDS SUPPLIES	1905	200000I	5/23/19	5/1/19	1905	279.00	20-2540-410
	20-2540-325		EXTRA STORAGE MONTHLY RENTAL	1905	200000I	5/23/19	5/1/19	1905	290.00	20-2540-325

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	20-2540-325		EXTRA STORAGE MONTHLY RENTAL	1905	200000	5/23/19	5/1/19	1905	317.00	20-2540-325
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	50.41	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	40.11	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	8.98	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	20.94	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	3.37	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	188.71	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	24.99	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	14.93	20-2540-410
	20-2540-410-2		BATTERIES PLUS REPLACEMENT BA	1905	200000	5/23/19	5/1/19	1905	59.49	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	148.96	20-2540-410
	20-2540-410-2		MENARDS SHOP SUPPLIES	1905	200000	5/23/19	5/1/19	1905	36.62	20-2540-410
	10-2310-410		SAMS CLUB VOLUNTEER RECEPTION	1905	200000	5/23/19	5/1/19	1905	14.98	10-2310-410
	10-2310-410		SAMS CLUB SACEE PARENT MTG SPI	1905	200000	5/23/19	5/1/19	1905	17.98	10-2310-410
	10-2310-410		DEERFIELD FLOWERS BOE VOLUNTE	1905	200000	5/23/19	5/1/19	1905	90.00	10-2310-410
	10-2310-410		SUNSET FOODS BOE SNACKS 4.9.20	1905	200000	5/23/19	5/1/19	1905	49.96	10-2310-410
	10-2310-410		DISPLAYS2GO SHIPPING	1905	200000	5/23/19	5/1/19	1905	55.40	10-2310-410
	10-2310-410		DISPLAYS2GO TABLE SIGN HOLDER	1905	200000	5/23/19	5/1/19	1905	11.64	10-2310-410
	10-2310-410		DISPLAYS2GO BUSINESS CARD HOLI	1905	200000	5/23/19	5/1/19	1905	8.80	10-2310-410
	10-2310-410		DISPLAYS2GO FRAMES FOR RETIREE	1905	200000	5/23/19	5/1/19	1905	227.52	10-2310-410
	10-2310-410		APPLE AWARDS YOS PINS	1905	200000	5/23/19	5/1/19	1905	275.80	10-2310-410
	40-2550-319		LAKESIDE WO: 904 B2	1905	200000	5/23/19	5/1/19	1905	3,243.79	40-2550-319
	40-2550-410		SAMS CLUB SUPPLIES	1905	200000	5/23/19	5/1/19	1905	10.32	40-2550-410
	40-2550-390		IL TOLLWAY	1905	200000	5/23/19	5/1/19	1905	250.00	40-2550-390
	40-2550-319		DELFS GARAGE WO: 907 B26	1905	200000	5/23/19	5/1/19	1905	226.73	40-2550-319
	40-2550-319		LAKESIDE WO: 909 B4	1905	200000	5/23/19	5/1/19	1905	3,749.59	40-2550-319
	40-2550-319		LAKESIDE WO: 889 B21	1905	200000	5/23/19	5/1/19	1905	1,532.68	40-2550-319
	40-2550-410		SAMS CLUB KITCHEN SUPPLIES	1905	200000	5/23/19	5/1/19	1905	62.56	40-2550-410
	40-2550-319		DELFS WO: 916 B4	1905	200000	5/23/19	5/1/19	1905	27.00	40-2550-319
	40-2550-319		LAKESIDE WO: 879 B8	1905	200000	5/23/19	5/1/19	1905	4,079.88	40-2550-319

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	40-2550-410		BROWN INDUSTRIES PERF ATTND AV	1905	200000I	5/23/19	5/1/19	1905	163.29	40-2550-410
	40-2550-339		IDEAL CHARTER DW TO OHARE AIRP	1905	200000I	5/23/19	5/1/19	1905	200.00	40-2550-339
	40-2550-331		A PARTS WAREHOUSE 3 SAFETY SE#	1905	200000I	5/23/19	5/1/19	1905	596.85	40-2550-331
	40-2550-319		DELFS GARAGE WO: 908 B23	1905	200000I	5/23/19	5/1/19	1905	606.11	40-2550-319
	40-2550-331		WALMART 32.27 BOOSTER SEAT FOR	1905	200000I	5/23/19	5/1/19	1905	32.27	40-2550-331
	40-2550-319		DELFS WO: 918 B2	1905	200000I	5/23/19	5/1/19	1905	27.00	40-2550-319
	40-2550-319		LAKESIDE WO: 842 B 16	1905	200000I	5/23/19	5/1/19	1905	4,264.35	40-2550-319
	10-1120-415		WALMART-SCIENCE SUPPLIES AHAFI	1905	200000I	5/23/19	5/1/19	1905	171.61	10-1120-415
	10-1550-410		AEROSPACE-LAUNCH GLIDER SCIE. (1905	200000I	5/23/19	5/1/19	1905	70.00	10-1550-410
	10-2410-410-3		MENARDS-PLASTIC TUBS TESTING	1905	200000I	5/23/19	5/1/19	1905	53.94	10-2410-410
	10-1550-332		COMFORT SUITES-SCIENCE OLYMPIA	1905	200000I	5/23/19	5/1/19	1905	213.57	10-1550-332
	10-2410-410-3		SAMS TEACHER INTERVIEW FOOD	1905	200000I	5/23/19	5/1/19	1905	138.59	10-2410-410
	10-1120-415		WALMART-SCIENCE SUPPLIES AHAFI	1905	200000I	5/23/19	5/1/19	1905	52.28	10-1120-415
	10-2410-410-3		DOLLAR TREE-TEACHERS APPREC. I	1905	200000I	5/23/19	5/1/19	1905	171.00	10-2410-410
	10-2410-410-3		STAPLES-DIVERSITY NIGHT	1905	200000I	5/23/19	5/1/19	1905	300.00	10-2410-410
	10-2410-410-3		VISTAPRINT-RETIREMENT BANNER T	1905	200000I	5/23/19	5/1/19	1905	55.72	10-2410-410
	10-1120-410		OTC BRANDS- CLOUCHIOUS SUPPLIE	1905	200000I	5/23/19	5/1/19	1905	48.84	10-1120-410
	10-2410-410-3		SCHOOL SPECIALTY-LAMINATE	1905	200000I	5/23/19	5/1/19	1905	67.64	10-2410-410
	10-1550-332		COMFORT SUITES-SCIENCE OLYMPIA	1905	200000I	5/23/19	5/1/19	1905	427.14	10-1550-332
	10-2210-410		JUST ASK-CREATING CULTURE FOR I	1905	200000I	5/23/19	5/1/19	1905	1,078.00	10-2210-410
	10-2210-640		LEARNING FORWARD-DIGITAL MEMB	1905	200000I	5/23/19	5/1/19	1905	69.00	10-2210-640
	10-2210-410		LEARNING FORWARD-35 PROFESSIO	1905	200000I	5/23/19	5/1/19	1905	1,301.00	10-2210-410
	10-2211-390-2		CAFE ZUPAS-LUNCH FOR PROF DEV.	1905	200000I	5/23/19	5/1/19	1905	156.41	10-2211-390
	10-1100-420		HALF DAY BREWERY-MARIGOLD MEN	1905	200000I	5/23/19	5/1/19	1905	576.00	10-1100-420
	10-2220-440-3		CBS ALL ACCESS-1 MO SUBSCRIPTIC	1905	200000I	5/23/19	5/1/19	1905	9.99	10-2220-440
	10-2220-410-3		TEACHERS DISCOVERY-DW LIBRARY	1905	200000I	5/23/19	5/1/19	1905	43.98	10-2220-410
	10-1100-420		NCTM-CLIMATE CHANGE TEXT C.ORT	1905	200000I	5/23/19	5/1/19	1905	28.12	10-1100-420
	10-2210-410		NCTM-DIGITAL ARTICLE DOWNLOAD-	1905	200000I	5/23/19	5/1/19	1905	7.00	10-2210-410
	10-2215-410		HOME DEPOT-T.GORDON LINKS-2-LE	1905	200000I	5/23/19	5/1/19	1905	26.98	10-2215-410
	10-2220-490-3		AMAZON-TOOL KIT FOR DW LIBRARY	1905	200000I	5/23/19	5/1/19	1905	20.99	10-2220-490

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	10-1100-420		AMAZON-10 BOOKS J.BRASKICH	1905	2000001	5/23/19	5/1/19	1905	139.90	10-1100-420
	10-2215-410		HOME DEPOT-T.GORDON LINKS-2-LE	1905	2000001	5/23/19	5/1/19	1905	279.55	10-2215-410
	10-2215-410		HOME DEPOT-RETURNED ITEM	1905	2000001	5/23/19	5/1/19	1905	(18.45)	10-2215-410
	10-2215-410		HOME DEPOT-T.GORDON LINKS-2-LE	1905	2000001	5/23/19	5/1/19	1905	10.10	10-2215-410
	10-2215-410		HOME DEPOT-RETURNED ITEM	1905	2000001	5/23/19	5/1/19	1905	(10.10)	10-2215-410
	10-2220-490-3		AMAZON-DVD FOR DW LIBRARY	1905	2000001	5/23/19	5/1/19	1905	11.99	10-2220-490
	10-2210-410		AMAZON-LAPTOP CHARGER L.SOLE\$	1905	2000001	5/23/19	5/1/19	1905	74.95	10-2210-410
	10-2210-410		ETA HAND-2-MIND-SPRAGUE SCIENC	1905	2000001	5/23/19	5/1/19	1905	563.00	10-2210-410
	10-2220-410-3		RVT-DW AUTHOR VISIT PURCHASE	1905	2000001	5/23/19	5/1/19	1905	12.59	10-2220-410
	10-2220-410-3		AMAZON-BOOK FOR DW LIBRARY	1905	2000001	5/23/19	5/1/19	1905	19.95	10-2220-410
	10-2220-430-3		AMAZON-BOOK FOR DW LIBRARY	1905	2000001	5/23/19	5/1/19	1905	8.99	10-2220-430
	10-2215-410		HOME DEPOT-T.GORDON LINKS-2-LE	1905	2000001	5/23/19	5/1/19	1905	17.90	10-2215-410
	10-2215-410		HOME DEPOT-T.GORDON LINKS-2-LE	1905	2000001	5/23/19	5/1/19	1905	5.55	10-2215-410
	10-2211-390-2		AMERICAN ALLIANCE-PROF DEV REC	1905	2000001	5/23/19	5/1/19	1905	650.00	10-2211-390
	10-2215-410		HOME DEPOT-RETURNED ITEMS	1905	2000001	5/23/19	5/1/19	1905	(261.10)	10-2215-410
	10-2215-410		HOME DEPOT-RETURNED ITEM	1905	2000001	5/23/19	5/1/19	1905	(26.98)	10-2215-410
	10-2660-319		Apple Store - Laptop Repair	1905	2000001	5/23/19	5/1/19	1905	475.00	10-2660-319
	10-2660-410		KINDERLAB ROBOTICS 6173060895 M	1905	2000001	5/23/19	5/1/19	1905	417.55	10-2660-410
	10-2660-319		Apple Store - Laptop Repair	1905	2000001	5/23/19	5/1/19	1905	475.00	10-2660-319
	10-2660-392		WWW.1AND1.COM - Domain Usage Fe	1905	2000001	5/23/19	5/1/19	1905	32.97	10-2660-392
	10-2660-392		CALENDLY - DigitalCalendar 4 Tech Co	1905	2000001	5/23/19	5/1/19	1905	40.00	10-2660-392
	10-2190-410		DW WRIGHTWAY CLUB BRACELETS	1905	2000001	5/23/19	5/1/19	1905	500.00	10-2190-410
	10-2510-640		DUES AND FEES	1905	2000001	5/23/19	5/1/19	1905	1,170.00	10-2510-640
	10-2320-410		SURVEY MONKEY ANNUAL FEE S WA	1905	2000001	5/23/19	5/1/19	1905	384.00	10-2320-410
	10-2320-410		AMAZON MEMBERSHIP FEE S WARRI	1905	2000001	5/23/19	5/1/19	1905	119.00	10-2320-410
	10-2310-410		SAMS CLUB ADMIN SUPPLIES	1905	2000001	5/23/19	5/1/19	1905	334.65	10-2310-410
	10-1120-415		HOME DEPOT DW DISHWASHER ROC	1905	2000001	5/23/19	5/1/19	1905	397.80	10-1120-415
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	2000001	5/23/19	5/1/19	1905	169.33	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	2000001	5/23/19	5/1/19	1905	57.16	20-2540-410
	20-2540-410-2		AMAZON SHOP SUPPLIES	1905	2000001	5/23/19	5/1/19	1905	79.96	20-2540-410

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	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000I	5/23/19	5/1/19	1905	54.07	20-2540-410
	20-2540-410-2		FERGUSON PLUMBING SUPPLIES	1905	200000I	5/23/19	5/1/19	1905	58.65	20-2540-410
	20-2540-410-2		SAMS CLUB SHOP SUPPLIES	1905	200000I	5/23/19	5/1/19	1905	73.78	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000I	5/23/19	5/1/19	1905	70.97	20-2540-410
	20-2540-410-2		SAM CLUB SODA	1905	200000I	5/23/19	5/1/19	1905	45.68	20-2540-410
	20-2540-410-2		HOME DEPOT SHOP SUPPLIES	1905	200000I	5/23/19	5/1/19	1905	21.94	20-2540-410
	10-2310-410		SAMS ADMINISTRATION SACEE MEET	1905	200000I	5/23/19	5/1/19	1905	6.88	10-2310-410
	20-2540-410-2		SAMS CLUB SODA	1905	200000I	5/23/19	5/1/19	1905	22.84	20-2540-410
	20-2540-410-2		SAMS CLUB	1905	200000I	5/23/19	5/1/19	1905	15.90	20-2540-410
	10-2660-410		iTunes - App Purchases	1905	200000I	5/23/19	5/1/19	1905	2.99	10-2660-410
	10-2660-410		iTunes - App Purchases	1905	200000I	5/23/19	5/1/19	1905	9.99	10-2660-410
	10-1200-410		iTunes - App Purchases	1905	200000I	5/23/19	5/1/19	1905	299.99	10-1200-410
	10-2540-321		WASTE - SANITATION	1905	200000I	5/23/19	5/1/19	1905	297.48	10-2540-321
	10-2540-321		WASTE - SANITATION	1905	200000I	5/23/19	5/1/19	1905	397.45	10-2540-321
	10-2540-321		WASTE - SANITATION	1905	200000I	5/23/19	5/1/19	1905	485.41	10-2540-321
	20-2540-329		ANDERSON PEST - DIST IPM	1905	200000I	5/23/19	5/1/19	1905	152.82	20-2540-329
	20-2540-329		ALARM	1905	200000I	5/23/19	5/1/19	1905	180.38	20-2540-329
	20-2540-329		ALARM	1905	200000I	5/23/19	5/1/19	1905	185.31	20-2540-329
	20-2540-329		ALARM	1905	200000I	5/23/19	5/1/19	1905	153.85	20-2540-329
	10-2190-390		UHAUL	1905	200000I	5/23/19	5/1/19	1905	1.30	10-2190-390
	10-2540-341		AT T TELEPHONE	1905	200000I	5/23/19	5/1/19	1905	5,072.67	10-2540-341
	10-2540-341		TDS - LONG DISTANCE	1905	200000I	5/23/19	5/1/19	1905	2,217.01	10-2540-341
	20-2540-341		VERIZON - O & M CELL	1905	200000I	5/23/19	5/1/19	1905	242.55	20-2540-341
	40-2550-341		VERIZON - TRANSP CELL	1905	200000I	5/23/19	5/1/19	1905	79.51	40-2550-341
									Total	<u>46,326.99</u>
									Report Total	<u><u>\$46,326.99</u></u>

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N/A	10-1500-319	KRAUS, JERRY	Void REFEREES VOLLEYBALL 5/6	9121		5/1/19	5/1/19	10672	(52.00)	10-1500-319
								Total	(52.00)	
N/A	10-1500-319	KRAUS, JERRY	Void REFEREES VOLLEYBALL SECON	9121		5/1/19	5/1/19	10676	(28.00)	10-1500-319
								Total	(28.00)	
N/A	10-2410-410-1	TACOS EL NORTE	5/6 TEACHERS APPRECIATION LUNCH	190501		5/1/19	5/1/19	10681	680.00	10-2410-410
								Total	680.00	
N/A	10-1190-490	CULVERS	MUSICAL SUPPLIES	190507		5/7/19	5/1/19	10682	285.76	10-1190-490
								Total	285.76	
N/A	10-1112-416	FACE TO FACE PRODUCTIONS	LEWIS AND CLARK 4TH GRADE	190507		5/7/19	5/1/19	10683	695.00	10-1112-416
								Total	695.00	
N/A	10-1190-490	PANOPIO, ANTHONY	DJ FOR MUSICAL PARTY	190507		5/7/19	5/1/19	10684	150.00	10-1190-490
								Total	150.00	
N/A	10-2220-410-2	THE BOOK STALL	AUTHOR VISIT MAX BRALLIER	190507		5/7/19	5/1/19	10685	1,223.75	10-2220-410
								Total	1,223.75	
N/A	10-1500-319	BURZA, DON	REFEREES VOLLEYBALL 5/15	190510		5/10/19	5/1/19	10686	125.00	10-1500-319
								Total	125.00	
N/A	10-1500-319	KWIECINSKI, RICHARD	REFEREES VOLLEYBALL 5/15	190510		5/10/19	5/1/19	10687	125.00	10-1500-319
								Total	125.00	
N/A	10-1500-319	KWIECINSKI, RICHARD	REFEREES VOLLEYBALL 5/13	190510		5/10/19	5/1/19	10688	125.00	10-1500-319
								Total	125.00	
N/A	10-1500-319	LOGUE, NANCY	REFEREES VOLLEYBALL 5/13	190510		5/10/19	5/1/19	10689	125.00	10-1500-319
								Total	125.00	
N/A	10-1200-410	CHRISTINE ERICKSON PETTY C	GUIDED CBI TRIPS 4/26 & 5/3	190515		5/15/19	5/1/19	10690	344.44	10-1200-410
								Total	344.44	
N/A	10-2190-410	BAUERLE, JENNIFER	SUPPLIES	190524		5/24/19	5/1/19	10691	23.94	10-2190-410
								Total	23.94	
N/A	10-2410-410-1	HULL, AMY	SUPPLIES - SP	190524		5/24/19	5/1/19	10692	36.37	10-2410-410
								Total	36.37	
N/A	10-2190-410	Lapin, Heather L.	SUPPLIES	190524		5/24/19	5/1/19	10693	22.31	10-2190-410

Paid Accounts Payable by Check Number

Printed: 7/3/2019 12:56 PM
 Lincolnshire-Prairie View SD #103
 Expense on Date: 5/1/2019 to 5/31/2019

Invoice #	A.S.N.	Vendor Name	Description	Batch #	P.O. #	Check Date	Expense on Date	Check #	Amount	State Account #
								Total	22.31	
N/A	10-1120-390	PASTORI, MARISSA	5/16 SPRINGFIELD TRAVEL	190524		5/24/19	5/1/19	10694	295.61	10-1120-390
								Total	295.61	
N/A	10-1112-414	Powell, Sharyn	CLASSROOM PROJECT SUPPLIES	190524		5/24/19	5/1/19	10695	27.19	10-1112-414
								Total	27.19	
N/A	10-1111-414	Schencker, Michelle	PHOTO BOOKS	190524		5/24/19	5/1/19	10696	220.00	10-1111-414
								Total	220.00	
N/A	10-1120-390	Toomey, Amanda	WE DAY LUNCH	190524		5/24/19	5/1/19	10697	34.00	10-1120-390
								Total	34.00	
59150416	20-2540-464	WEX BANK	FUEL MAINT O&M	190524		5/24/19	5/1/19	10698	586.87	20-2540-464
59150416	40-2550-464		FUEL TRANS TRANSP	190524		5/24/19	5/1/19	10698	9,943.63	40-2550-464
								Total	10,530.50	
N/A	10-1200-410	Widmark, Joanne	SUPPLIES - GENERAL	190524		5/24/19	5/1/19	10699	16.99	10-1200-410
								Total	16.99	
N/A	10-1120-390	Wood, Kristin M	5/16 SPRING FIELD TRAVEL	190524		5/24/19	5/1/19	10700	251.72	10-1120-390
								Total	251.72	
N/A	10-2640-390	CHRISTINE ERICKSON PETTY C	REIMBURSE PETTY CASH OPEN ENR	190530		5/31/19	5/1/19	10704	100.00	10-2640-390
								Total	100.00	
N/A	10-1120-390	RICKERT, KRISTINE	SPRINGFIELD BUS TIP REIMBURSEM	190530		5/31/19	5/1/19	10705	400.00	10-1120-390
								Total	400.00	
N/A	10-1120-390	VICINOS	6TH GRADE SPRING FLING REVTRAK	190530		5/31/19	5/1/19	10706	577.20	10-1120-390
								Total	577.20	
								Report Total	<u><u>\$16,334.78</u></u>	



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: July 3, 2019
Re: Approval of Employment

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

Sydney Lichten, 5th grade teacher, to fill a leave of absence through the 2019-2020 school year.

Approval of Employment

Staff Members Placement on Master Contract

Sydney Lichten, 5th grade teacher, BS+0 Step 2, to fill a leave of absence of Lauren Tartemella for a salary of \$47,005.00.



LINCOLNSHIRE-PRAIRIE VIEW SCHOOL DISTRICT 103
TEACHER CONTRACT

5th Grade LOA
FTE: 1.0

<u>TEACHER</u>	<u>DEGREE</u>	<u>LANE</u>	<u>STEP</u>	<u>TRS SALARY</u>
Litchen, Sydney	BS	1	2	\$47,005.00

AGREEMENT MADE THIS **9th DAY OF July, 2019** between the Board of Education of Lincolnshire-Prairie View School District 103, Lake County, Illinois, hereinafter called the BOARD, and

Sydney Litchen
hereinafter called the TEACHER*
W I T N E S S E T H

A. EMPLOYMENT:

1. The BOARD hereby employs **Sydney Litchen** 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 **\$47005** for the term commencing **September 15, 2019** 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 **9th day of July, 2019**.

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

Sydney Lichten

61 Hiawatha Trail • Highland Park, IL 60035
(773) 682-3343 • sydney.lichten@gmail.com

Education

University of Illinois at Urbana-Champaign

May 2017

Bachelor of Science, *Elementary Education*

GPA: 3.99/4.00

Area of Concentration: General Sciences

Middle Grade Endorsements: General Sciences, Social Sciences, and Language Arts

Licensure: Professional Educator License in Elementary Education K-9

Northern Suburban Special Education District

December 2017

CPI Certified: Nonviolent Crisis Intervention

American Heart Association

June 2019

American Heart Association Heartsaver CPR AED Certified

Professional Experience

Kingsley Elementary School, Evanston, IL

August 2018-June 2019

Year-Long Maternity Leave

First Grade – 19 Students

- Participated in a two day training, Beyond Diversity, on the practice of anti-oppression
- Developed a secure classroom community for academic, social, and emotional learning
- Prepared, facilitated, and evaluated assessments in which student knowledge was used to inform future teaching in all subject areas
- Advocated for students who needed more support academically and behaviorally

Wescott Elementary School, Northbrook, IL

March-June 2018

Long-Term Substitute

First Grade – 20 students

- Planned and implemented lessons based on district curriculum maps and Lucy Calkins, Math in Focus, Social Studies Alive, and Second Step curriculums
- Communicated with parents via notes home, email, phone calls, in person, and monthly newsletters
- Collaborated with fellow teachers weekly and during professional development sessions
- Attended IEP meetings to determine how to best help one student be successful in school
- Proctored NWEA math testing
- Completed end-of-the-year report cards

Hoffman Intermediate School, Glenview, IL

August 2017-March 2018

Reading and Math Associate

Third, Fourth, and Fifth Grade – 14 students

- Guided individual and small group reading lessons utilizing Fountas & Pinnell Leveled Literacy Instruction Systems and Read Naturally Live to further reading fluency and comprehension
- Administered aimswebPlus reading battery assessments
- Employed TouchMath to advance students' mathematic computational skills
- Substituted for third, fourth, and fifth grade classroom teachers and fine arts teachers
- Enacted morning, lunch and recess, and afternoon supervision duties

Willowbrook Elementary School, Glenview, IL

January-May 2017

Student-Teaching Practicum

Kindergarten – 21 students

- Conducted a four week takeover of all professional teaching responsibilities
- Assisted with other professional responsibilities including lunch duty and pick up duty
- Participated in professional development sessions including how to plan literacy lessons and units
- Observed a 504 Plan creation and an IEP review in order to ensure students' educational needs are being met

Mahomet Seymour Junior High, Mahomet, IL

August-December 2016

Pre-Service Teaching Practicum

Seventh Grade Language Arts – 26 students

- Led daily root word lesson and developed seven lessons on varying content including plot diagrams and opinion writing
- Directed multiple discussions and review sessions for various topics including grammar and class novels
- Implemented a four-day takeover of all professional teaching responsibilities
- Attended content, team, and grade level collaboration meetings
- Contributed to classroom management by monitoring student activity and addressing misbehavior

Instituto Nuestra Señora De La Misericordia, Alta Gracia, Córdoba, Argentina

May-June 2016

Study Abroad Teaching Practicum

Kindergarten – 25 students

- Observed daily instruction on emotions and body parts
- Interacted with students in play learning to develop numbers, colors, shapes, patterns, spatial awareness, fine motor skills, creativity, collaboration, and problem solving knowledge
- Aided in the facilitation of tri-yearly testing to determine if students knew their name, colors, shapes, numbers, and body parts

Additional Work Experience

Park District of Highland Park, Highland Park, IL

June-August 2014-2019

Site Director

June-August 2017-2019

- Direct four camp counselors and eighteen campers
- Plan and implement daily schedules
- Administer first aid
- Author weekly newsletters
- Communicate with parents regarding their children's daily events and well-being

Camp Counselor

June-August 2014-2016

- Assisted in the implementation of daily schedules
- Organized and led group activities
- Identified and responded to campers behavioral issues

Organizational Involvement

Epsilon Delta, University of Illinois College of Education

August 2013-May 2017

President

August-December 2016

- Managed executive board meetings with twelve members
- Coordinated general meetings with one hundred and fifty-five members
- Established time at the beginning of general meetings for all members to meet with individuals in the same year and program to network
- Fostered a pen pal exchange between members of the club and a local second grade class
- Generated weekly emails to inform members of club activities
- Launched the idea of a mug sale which turned into one of the largest fundraising events to date for the club

Co-Fundraising Chair

January-May 2016

- Arranged various fundraising opportunities to raise money for an \$1,000 scholarship
- Designed club apparel

Secretary

January-December 2015

- Recorded minutes at general and executive meetings
- Took attendance at general meetings
- Kept track of all members' points

General Member

- Attended informational meetings on topics that relate to the field of education
- Participated in philanthropy, fundraising, and social events

Phi Eta Sigma, National Freshman Honor Society

January 2014-May 2017

General Member

- Selected as per the GPA requirement
- Attended events to assist with professional development



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: July 3, 2019
Re: Approval of Resignations

It is recommended that the Board accept and approve the resignations as presented.

From: **Jennifer Vazquez** <jvazquez@d103.org>

Date: Tue, Jun 25, 2019 at 6:07 PM

Subject: Letter of Resignation

To: Scott Warren <swarren@d103.org>, Jill Mau <jmau@d103.org>, Carey Murphy <cmurphy@d103.org>

Dr. Warren,

Please accept this email as my written resignation from Lincolnshire-Prairie View School District 103. I appreciate the experience working and growing with the district and wish everyone the best.

Regards.
Jennifer Vazquez

From: **Eleanor Marquis** <emarquis@d103.org>

Date: Mon, Jun 24, 2019 at 10:08 AM

Subject: Letter

To: Michelle Blackley <mblackley@d103.org>, Gina Finaldi-Schmidt <gfinaldi@d103.org>, Melody Littlefair <mlittlefair@d103.org>, Carey Murphy <cmurphy@d103.org>

Good morning,

Thank you all so much for the opportunity to work at Daniel Wright. I would like to let you know that I have decided to accept a position in another district. Working with all of you has been such a learning experience and I have grown so much as a professional. I wish you all well in the new school year and hope you enjoy your summer. Please let me know if you have any questions or if there is anything further I need to do.

(I have attached my official letter of resignation as well.)

All the best,
Ellie

--

Eleanor Marquis, MSW
Social Worker
Daniel Wright Jr. High
1370 Riverwoods Rd
Lincolnshire, IL 60069

June 26, 2019

Dear Dr. Warren:

In my past two years in District 103, I have learned many valuable skills and lessons that have propelled me to be a better teacher. Working with amazing teams has been an amazing experience that I will continue to carry with me. Because my future in-laws are all in the Southwest suburbs, I have found new employment in that region for family responsibilities. With this letter, I am resigning from my teaching position at District 103 for the 2019-2020 school year. Thank you for everything.

Sincerely,

Katie Yan

A handwritten signature in blue ink, appearing to read "Katie Yan", with a long, sweeping flourish extending to the right.

June 19, 2019

To the Lincolnshire-Prairie View School Board and Dr. Scott Warren,

Please accept this letter as notification of my intent to retire from Lincolnshire-Prairie View School District 103 as Sprague's Art Teacher at the conclusion of the 2018-2019 school year (last paid installment- 8/30/2019).

I would like to take this opportunity to thank my colleagues, administrators and the board members for all the generous support and appreciation I have received as a member of the District 103 "family".

I have thoroughly enjoyed working as a First Grade Teacher and now as an Art Educator in District 103. My career as a professional educator has been incredibly rewarding because of the opportunity I've been given to work alongside so many dedicated and gifted colleagues.

Please don't hesitate to contact me if you require my assistance with transitioning a new teacher into the role of Art Educator at Sprague.

Sincerely,
Monica Feld



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
 From: Scott Warren
 Date: July 3, 2019
 Re: Press Policy 2nd Reading – Issue 100

The following policies have been updated and presented for review. The Board reviews policies in two readings: the first to discuss the policies and make changes as necessary, and the second to finalize any changes and adopt new policies. The Board reviewed the policies at the first reading at the June 18, 2019 Board meeting. The following policies are presented for the Board’s second reading.

Many of the policies included are part of a 5-year review cycle. The wording in these policies may not have changed, but should be reviewed every 5 years to ensure they reflect the practices of the District.

The backup information on all changes are included as footnotes for each policy. The recommendation for each policy is listed below.

I recommend the Board adopt the policies as presented.

Policy	Description	Recommendation
2:20	Powers and Duties of the School Board; Indemnification – 5 Year Review – No changes needed	Adopt
2:40	Board Member Qualifications - 5 Year Review – No changes needed	Adopt
2:50	Board Member Term of Office – 5 Year Review – No changes needed	Adopt
4:30	Revenue and Investments – Updated due to changes in the law	Adopt
4:100	Insurance Management – Legal references updated and minor style updates	Adopt
4:110	Transportation – Legal references updated	Adopt
4:150	Facility Management and Expansion Programs – Legal references updated	Adopt
4:160	Hazardous and Infectious Materials – Citations repealed and renumbered	Adopt
4:190	Targeted School Violence Prevention Program – Legislation is changing regarding this policy. Attorneys advise to wait on clarification before adopting this optional policy.	Do not Adopt
5:330	Sick Days, Vacation, Holidays and Leaves – Legal references updated	Adopt
6:15	School Accountability – Updated due to changes in the law	Adopt
6:65	Student Social and Emotional Development – 5 Year Review – No changes needed	Adopt
7:185	Teen Dating Violence Prohibited – 5 Year Review – No changes needed	Adopt
8:95	Parental Involvement – 5 Year Review – No changes needed	Adopt

Document Status: Draft Update

Board of Education

2:20 Powers and Duties of the Board of Education; Idemnification

The powers and duties of the Board of Education generally include:

1. At the Board's discretion, the Board may annually organize the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.
2. Formulating, adopting, and modifying Board of Education policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
3. Employing a Superintendent and other personnel, making employment decisions, and dismissing personnel.
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation;
6. Letting contracts utilizing the public bidding procedure when required;
7. Providing, constructing, controlling, supervising, and maintaining adequate physical facilities;
8. Approving the curriculum, textbooks, and educational services;
9. Evaluating the educational program and approving School Improvement and District Improvement Plans when they are required to be developed or revised.
10. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School and student performance.
11. Establishing and supporting student behavior discipline PRESSPlus1 policies designed to maintain an environment conducive to learning, including hearing individual student suspension or expulsion cases brought before it.
12. Establishing attendance units within the District and assigning students to the schools;
13. Establishing the school year;
14. Providing student transportation services pursuant to State law.
15. Entering into joint agreements with other boards of education to establish cooperative educational programs or provide educational facilities; and
16. Complying with requirements in the Abused and Neglected Child Reporting Act. Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in the Act, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse.
17. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

Indemnification

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to [105 ILCS 5/10-22.34](#), [10-22.34a](#) and [10-22.34b](#)), mentors of certified staff (pursuant to [105 ILCS 5/2-3.53a](#), [2-3.53b](#), and [105 ILCS 5/21A-5 et seq.](#)), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.:

105 ILCS [5/2-3.25d](#), 5/10, 5/17-1, and 5/27-1.

115 ILCS 5/, [Illinois Educational Labor Relations Act](#).

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

CROSS REF.: 1:10 (School District Legal Status), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 5:90 (Abused and Neglected Child Reporting), 7:190 (Student Behavior)

PRESSPlus Comments

PRESSPlus 1. Updated in response to a 5-year review to align with SB 100. **Issue 100, February/March 2019**

Document Status: 5-Year-Review - Needs Review

Board of Education

2:40 Board Member Qualifications

A Board of Education member must be, on the date of election or appointment, a United States citizen, at least 18 years of age, a resident of Illinois and the District for at least one year immediately preceding the election, and a registered voter.

Reasons making an individual ineligible for Board membership include holding an incompatible office and certain types of State or federal employment. A child sex offender, as defined in State law, is ineligible for Board membership.

LEGAL REF.:

[Ill. Constitution, Art. 2, ¶ 1](#); [Art. 4, ¶ 2\(e\)](#); [Art. 6, ¶ 13\(b\)](#).

[105 ILCS 5/10-3](#) and [5/10-10](#).

CROSS REF.: 2:30 (Board of Education Elections), 2:70 (Vacancies on the Board of Education- Filling Vacancies)

ADOPTED: December 14, 2009

Document Status: 5-Year-Review - Needs Review

Board of Education

2:50 Board Member Term of Office

The term of office for a Board of Education member begins immediately after both of the following occur:

1. The election authority canvasses the votes and declares the winner(s); this occurs within 21 days after the consolidated election held on the first Tuesday in April in odd-numbered years.
2. The successful candidate takes the oath of office as provided in Board policy 2:80, *Board Member Oath and Conduct*.

LEGAL REF.:

[10 ILCS 5/2A-1.1](#), [5/22-17](#), and [5/22-18](#).

[105 ILCS 5/10-10](#), [5/10-16](#), and [5/10-16.5](#).

CROSS REF.: 2:30 (School District Elections), 2:80 (Board Member Oath and Conduct), 2:210 (Organizational Board of Education Meeting)

~~ADOPTED: December 10, 2007~~

Document Status: 5-Year-Review - Needs Review

Operational Services

4:30 Revenue and Investments

Revenue

The Assistant Superintendent for Business or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Investments

The Chief Business Official shall serve as the District's Chief Investment Officer. The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.

The Chief Investment Officer and Superintendent shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income.

Investment Objectives

The objectives for the School District's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay District obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

Authorized Investments

The Chief Investment Officer may invest any District funds in any investment as authorized in [30 ILCS 235/2](#), and Acts amended thereto.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer.

Selection of Depositories, Investment Managers, Dealers, and Brokers

The Chief Investment Officer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last two sworn statements of resources and liabilities or reports of examination, that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination, that it is required to furnish to the appropriate State or federal agency.

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

Collateral Requirements

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, [30 ILCS 235/](#). The Superintendent or designee shall keep the Board informed of collateral agreements.

Safekeeping and Custody Arrangements

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board (GASB) Statement No. 3, Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

Controls and Report

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Chief Investment Officer shall comply with State law and will provide a quarterly investment report to the Board which will comply with State Statutes. The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type.

The Board of Education will determine, after receiving the Chief Business Official's recommendation, which fund is in most need of interest income and the Chief Business Official shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted.

Ethics and Conflicts of Interest

The Board of Education and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the Board policy 2:100, *Board Member Conflict of Interest*. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.:

[30 ILCS 235/](#).

[105 ILCS 5/8-7](#), [5/10-22.44](#), [5/17-1](#), and [5/17-11](#).

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

~~ADOPTED: August 9, 2010~~

Document Status: Draft Update

Operational Services

4:100 Insurance Management

The Assistant Superintendent for Business or designee shall recommend and maintain all insurance programs which provide the broadest and most complete coverage available at the most economical cost, consistent with sound insurance principles.

The insurance program shall include:

1. Liability coverage to insure against any loss or liability of the School District and the listed individuals against civil rights damage claims and suits, constitutional rights damage claims and suits, and death and bodily injury and property damage claims and suits, including defense costs, when damages are sought for negligent or wrongful acts allegedly committed in the scope of employment or under the Board's direction or related to any mentoring services provided to the District's certified staff members; Board members; employees; volunteer personnel authorized by [105 ILCS 5/10-22.34](#), [5/10-22.34a](#), and [5/10-22.34b](#); mentors of certified staff members authorized in [105 ILCS 5/21A-5 et seq.](#) (new teacher), [105 ILCS 5/2-3.53a](#) (new principal), and [2-3.53b](#) (new superintendents); and student teachers.
2. Comprehensive property insurance covering a broad range of causes of loss involving building and personal property. The coverage amount shall normally be for the replacement cost or the insurable value.
3. Workers' Compensation to protect the individual employees against financial loss in case of a work-related injury, certain types of disease, or death incurred in an employee-related situation.
4. Employee insurance programs.

Also, please refer to the current "Master contract between Lincolnshire-Prairie View Teachers' Association and the Board of Education School District 103."

Student Insurance

The Board shall annually designate a company to offer student accident insurance coverage. The Board does not endorse the plan nor recommend that parents/guardians secure the coverage, and any contract is between the parent(s)/guardian(s) and the company.

LEGAL REF.: [PRESSPlus1](#)

Consolidated Omnibus Budget Reconciliation Act, Pub. L. 99-272, §§10001, 100 Stat. 222, 4980B(f) of the I.R.S. Code, 42 U.S.C. §300bb-1 et seq.

[105 ILCS 5/10-20.20](#), [5/10-22.3](#), [5/10-22.3a](#), [5/10-22.3b](#), [5/10-22.3f](#), [5/10-22.34](#), [5/10-22.34a](#), and [5/10-22.34b](#).

215 ILCS 5/, III. Insurance Code.

750 ILCS 75/, III. Religious Freedom Protection and Civil Union Act.

820 ILCS 305/, Workers' Compensation Act.

ADOPTED: October 21, 2014

PRESSPlus Comments

PRESSPlus 1. The Legal References have been updated with a correction and minor style updates. **Issue 100, February/March 2019**

Document Status: Draft Update

Operational Services

4:110 Transportation

The District may provide free transportation for all students in the District subject to any limitations imposed by the Illinois School Code. The District may provide transportation for other students residing within one and one-half miles from their assigned school. A student's parent(s)/guardian(s) may file a petition with the School Board requesting transportation due to the existence of a serious safety hazard. Free transportation services and vehicle adaptation for special education students shall be provided if included in the students' individualized educational programs. The District may provide transportation to and from school-sponsored activities. Non-public school students shall be transported in accordance with State law. Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the 1½ miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

Bus schedules and routes shall be determined by the Director of Transportation or designee and shall be altered only with the Director of Transportation or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible.

No school employee may transport students in school or private vehicles unless authorized by the administration.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations. The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students. The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers.

Pre-Trip and Post-Trip Vehicle Inspection

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, or work day, to check the bus for children or other passengers in the bus.

LEGAL REF.:

20 U.S.C. §6312(c)(5)(B), Elementary and Secondary Education Act, ~~20 U.S.C. §6312(c)(5)(B)~~, [PRESSPlus1](#)

42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act, ~~42 U.S.C. §11431 et seq.~~

105 ILCS 5/10-22.22 and 5/29-1 et seq.

105 ILCS 45/1-15 and /1-17.

625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, ~~5/12-813~~, 5/12-813.1, 5/12-815, 5/12-816, 5/12-821, and 5/13-109.

23 Ill.Admin.Code §§1.510 and 226.750; Part 120.

92 Ill.Admin.Code ~~§Part 440-3~~.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:280 (Educational Support Personnel - Duties and Qualifications), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 7:220 (Bus Conduct)

Adopted: February 20, 2018

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 100, February/March 2019**

Document Status: Draft Update

Operational Services

4:150 Facility Management and Expansion Programs

The Superintendent or designee shall manage the District's facilities and grounds as well as facility construction and building programs in accordance the law, the standards set forth in this policy, and other applicable Board policies. The Superintendent or designee shall cooperate with and facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district, and (3) compliance with the 10-year safety survey process required by the School Code. [PRESSPlus1](#)

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board of Education approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$5,000, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs

As appropriate, the Board of Education will authorize the production of a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board of Education approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board of Education will confer with members of the staff and community, the Ill. State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State or federal law.
7. Provide for low maintenance costs and energy efficiency.

Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board of Education. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection. The Superintendent or designee may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using this policy.

LEGAL REF.:

[42 U.S.C. §12101](#) et seq., Americans with Disabilities Act of 1990, implemented by [28 C.F.R. Parts 35](#) and [36](#).

[20 ILCS 3130/](#), Green Buildings Act.

105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/10-20.6360 (P.A. 100-163, final citation pending), and 5/17-2.11.

[105 ILCS 140/](#), Green Cleaning Schools Act.

[105 ILCS 230/](#), School Construction Law.

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

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

[23 Ill.Admin.Code Part 151](#), School Construction Program; [Part 180](#), Health/Life Safety Code for Public Schools; and [Part 2800](#), Green Cleaning for Elementary and Secondary Schools.

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

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

Adopted: February 20, 2018

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement to incorporate the 10-year life safety survey requirement for school buildings. 105 ILCS 5/2-3.12 and 23 Ill.Admin.Code Part 180 contain the school building code and Health/Life and Safety Code for Public Schools (HLS Code), respectively. The board must hire a licensed architect or engineer to conduct a decennial inspection of its school buildings and produce a 10-year safety survey report, which is submitted to the Regional Superintendent (ROE) or Intermediate Service Center (ISC) and the State Superintendent for approval. The board must also report to the ROE or ISC annually on its completion of the report recommendations to comply with the HLS Code. See the Health Life Safety Handbook at www.isbe.net/Pages/Health-and-Life-Safety.aspx for more information about the safety survey process. **Issue 100, February/March 2019**

Document Status: Draft Update

Operational Services

4:160 Hazardous and Infectious Materials

The Superintendent or designee(s) shall take all reasonable measures to protect the safety of District personnel, students, and visitors on District premises from risks associated with hazardous materials, including pesticides, and infectious materials.

LEGAL REF.:

29 C.F.R. §1910.1030, Occupational Exposure to Bloodborne Pathogens, as adopted by the Illinois Department of Labor, 56 Ill.Admin.Code §350.300(e), 700(b), [PRESSPlus1](#)

29 C.F.R. §1910.1200, Occupational Safety and Health Administration Hazard Communication Standards, as adopted by 820 ILCS 255/1.5, Toxic Substances Disclosure to Employees Act.

20 ILCS 3130/, Green Buildings Act.

105 ILCS 5/10-20.17a; 5/10-20.48-135/; and.

105 ILCS 135/, Toxic Art Supplies in Schools Act.

105 ILCS 140/, Green Cleaning School Act.

225 ILCS 235/, Structural Pest Control Act.

415 ILCS 65/, Lawn Care Products Application and Notice Act.

820 ILCS 255/, Toxic Substances Disclosure to Employees Act. (*inoperative*)

23 Ill.Admin.Code §1.330-~~Toxic Materials Training~~.

CROSS REF.: 4:150 (Facility Management and Building Programs)

~~ADOPTED: October 21, 2014~~

PRESSPlus Comments

PRESSPlus 1. The prior citation was repealed and renumbered. **Issue 100, February/March 2019**

Document Status: Draft Update - New

4:190 Targeted School Violence Prevention Program

New/Unpublished Section

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. [PRESSPlus1](#) Providing students and staff with access to a safe and secure District environment is an important Board goal. While it is not possible for the District to completely eliminate threats in its environment, a Targeted School Violence Prevention Program (Program) using the collective efforts of local school officials, staff, students, families, and the community helps the District reduce these risks to its environment.

The Superintendent or designee shall develop and implement the Program. [PRESSPlus2](#) The Program oversees the maintenance of a District environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The Program shall be part of the District's Comprehensive Safety and Security Plan, required by Board policy 4:170, *Safety*, and shall:

1. Establish a District-level School Violence Prevention Team to: (a) develop a District-level Targeted School Violence Prevention Plan, and (b) oversee the District's Building-level Threat Assessment Team(s). [PRESSPlus3](#)
2. Establish Building-level Threat Assessment Team(s) to assess and intervene with individuals whose behavior may pose a threat to safety. This team may serve one or more schools.
3. Comply with State and federal law and align with Board policies.

The Local Governmental and Governmental Employees Tort Immunity Act protects the District from liability. The Program does not: (1) replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in violence prevention, assessments and counseling services, (2) extend beyond available resources within the District, (3) extend beyond the school day and/or school-sponsored events, or (4) guarantee or ensure the safety of students, District staff, or visitors. [PRESSPlus4](#)

LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/27-23.7.

105 ILCS 128/, School Safety Drill Act.

745 ILCS 10/, Local Governmental and Governmental Employees Tort Immunity Act.

29 Ill.Admin.Code Part 1500.

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 7:140 (Search and Seizure), 6:270 (Guidance and Counseling Program), 7:150 (Agency and Police Interviews), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

PRESSPlus Comments

PRESSPlus 1. This policy is optional. It contains items from *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, Second Edition (August 2016), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services, at: www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelinespdf.pdf. *Threat Assessment in Virginia Public Schools* is based upon a synthesis of established research and recognized standards of practice regarding threat assessment and management in school and workplace settings, including *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*, a 2002 publication of the U.S. Secret Service and the U.S. Dept. of Education, at: www.secretservice.gov/data/protection/ntac/ssi_guide.pdf.

Boards are authorized to adopt a policy on targeted school violence prevention programs even though State and federal law provide little guidance. Adopting a policy that addresses targeted school violence prevention provides (a) a way for boards to monitor that it is being done, and (b) an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject.

Before adoption of this policy, each board may want to have a conversation with the superintendent to determine whether local

conditions and resources and current practices will support full implementation of this policy and its accompanying administrative procedures. Its goals and program will be most effective when they reflect local conditions and circumstances. Please see the Issue 100 PRESS Update Memo for more information and for a complete listing of the accompanying sample procedures and exhibits for this policy. **Issue 100, February/March 2019**

PRESSPlus 2. Ensuring school safety begins with establishing a comprehensive targeted school violence prevention program, which “includes forming a multidisciplinary threat assessment team, establishing central reporting mechanisms, identifying behaviors of concern, defining the threshold for law enforcement intervention, identifying risk management strategies, promoting safe school climates, and providing training to stakeholders.” *Enhancing School Safety Using a Threat Assessment Model: An Operational Guide for Preventing Targeted School Violence*, published by the U.S. Secret Service, at: www.dhs.gov/sites/default/files/publications/18_0711_USSS_NTAC-Enhancing-School-Safety-Guide.pdf. **Issue 100, February/March 2019**

PRESSPlus 3. The establishment of threat assessment teams in K-12 public schools is Recommendation #1 of the *Recommendations of the Illinois Terrorism Task Force School Safety Working Group*, presented to the Office of the Governor on 4-5-18, at: www.iasb.com/safety/. Illinois higher education institutions have required threat assessment teams since the passage of the Campus Security Enhancement Act of 2008 (110 ILCS 12/20(b)(2), eff. 1-1-09) in response to the shootings that took place at Virginia Polytechnic Institute and State University on 4-16-07 and Northern Illinois University on 2-14-08. **Issue 100, February/March 2019**

PRESSPlus 4. **Consult the board attorney for guidance concerning liability in this area.** Except for cases of willful and wanton conduct, the Local Governmental and Governmental Employees Tort Immunity Act (TIA) likely protects districts from liability for failure to properly identify and/or respond to a student’s behavior that results in injury or suicide. See 745 ILCS 10/3-108 and *Grant v. Board of Trustees of Valley View School Dist. No. 365-U*, 286 Ill.App.3d 642 (3rd Dist. 1997). Every situation is fact specific, and the issues require careful evaluation. A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its board attorney, to minimize liability, such as adding limiting phrases and ensuring other policies are followed.

In addition to the TIA, school officials and districts may also be entitled to qualified immunity in civil rights lawsuits that seek to hold them liable for a suicide. For further discussion, see f/n 13 in policy 7:290, *Suicide and Depression Awareness and Prevention*. **Issue 100, February/March 2019**

Document Status: Draft Update

EDUCATIONAL SUPPORT PERSONNEL

5:330 Sick Days, Vacation, Holidays, and Leaves

Sick Leaves, Vacation, Holidays, Personal Leave/Emergencies, Bereavement Leave, Maternity Leave and Adoption Leave

Please refer to the current “Lincolnshire–Prairie View School District 103 Classified Staff Employee Handbook.”

Leaves for Service in the Military and General Assembly

Educational support personnel receive military and General Assembly leaves on the same terms and conditions granted professional staff.

School Visitation Leave

Educational support personnel receive school visitation leave on the same terms and conditions granted professional staff.

Leaves for Victims of Domestic or Sexual Violence

Educational support personnel receive a leave for victims of domestic or sexual violence on the same terms and conditions granted professional staff.

Leave to Serve as a Trustee of the Illinois Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with [105 ILCS 5/24-6.3](#).

Child Bereavement Leave

Educational support personnel receive child bereavement leave on the same terms and conditions granted professional staff.

Leave to Serve as an Election Judge

Educational support personnel receive leave to serve as an election judge on the same terms and conditions granted professional staff.

LEGAL REF. [PRESSPlus1](#) :

[20 ILCS 1805/30.1](#) *et seq.*

[105 ILCS 5/10-20.7b](#), [5/24-2](#), and [5/24-6](#).

820 ILCS 147 ~~and 180/~~, School Visitation Rights Act.

820 ILCS 154/, Child Bereavement Leave Act.

820 ILCS 180/, Victims' Economic Security and Safety Act.

School Dist 151 v. ISBE, 154 Ill.App.3d 375 (1st Dist. 1987); *Elder v. Sch. Dist. No.127 1/2*, 60 Ill.App.2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Professional Personnel - Leaves of Absence)

ADOPTED: February 21, 2017

PRESSPlus Comments

PRESSPlus 1. The legal references have been updated.

Document Status: Draft Update

Instruction

6:15 School Accountability

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared State Goals for Learning with accompanying Illinois Learning Standards.

The Board of Education gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and ISBE rules, and continuously keep the Board informed:

1. Preparing each school's annual recognition application and quality assurance appraisal, whether internal or external, to monitor each school's process for continuous school improvement.
2. If needed, submit School Improvement Plans for Board approval that comply with State law and contain:
 - District student learning objectives;
 - Assessment systems for measuring students' progress in the fundamental learning areas; and
 - Reporting systems for informing the community and the State of assessment results.
3. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's Multiple Measure Index and corresponding Annual Measurable Objective provided by ISBE.
4. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
5. Publishing a school report card in accordance with State law.
6. In accordance with [Sec. 105 ILCS 5/2-3.153 of the School Code](#), annually administer [at least biennially](#) a climate survey of [learning conditions](#) on the instructional environment within the school to, at minimum, students in grades [4](#) through 8 and teachers. [PRESSPlus1](#)

The Superintendent or designee shall make regular assessment reports to the Board, including projections whether the District and each school is or will be making adequate yearly progress as defined in State law. The Superintendent shall seek Board approval for each District and/or school improvement plan and otherwise when necessary or advisable.

LEGAL REF.:

105 ILCS 5/2-3.25, 5/2-3.25a, 5/2-3.25b, 5/2-3.25c, [5/2-3.25d](#), 5/2-3.25d-5, 5/2-3.25e-5, 5/2-3.25f, 5/2-3.25f-5, 5/2-3.63, 5/2-3.64a-5, [5/2-3.153](#), 5/10-21.3a, and 5/27-1.

[23 Ill.Admin.Code Part 1, Subpart A](#): Recognition Requirements.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:170 (Title 1 Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

[ADOPTED: February 21, 2017](#)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/2-3.153, amended by P.A. 100-1046, requiring that school climate surveys be administered annually rather than biennially to students in grades 4-12. **Issue 100, February/March 2019.**

Document Status: 5-Year-Review - Needs Review

Instruction

6:65 Student Social and Emotional Development

Social and emotional learning (SEL) is defined as the process through which students enhance their ability to integrate thinking, feeling, and behaving to achieve important life tasks. Students competent in SEL are able to recognize and manage their emotions, establish healthy relationships, set positive goals, meet personal and social needs, and make responsible and ethical decisions.

The Superintendent shall incorporate SEL into the District's curriculum and other educational programs consistent with the District's mission and the goals and benchmarks of the Ill. Learning Standards. The Ill. Learning Standards include three goals for students:

1. Develop self-awareness and self-management skills to achieve school and life success.
2. Use social-awareness and interpersonal skills to establish and maintain positive relationships.
3. Demonstrate decision-making skills and responsible behaviors in personal, school, and community contexts.

The incorporation of SEL objectives into the District's curriculum and other educational programs may include but is not limited to:

1. Classroom and school-wide programming to foster a safe, supportive learning environment where students feel respected and valued. This may include incorporating scientifically based, age-and-culturally appropriate classroom instruction, District-wide, and school-wide strategies that teach SEL skills, promote optimal mental health, and prevent risk behaviors for all students.
2. Staff development and training to promote students' SEL development. This may include providing all personnel with age-appropriate academic and SEL and how to promote it.
3. Parent/Guardian and family involvement to promote students' SEL development. This may include providing parents/guardians and families with learning opportunities related to the importance of their children's optimal SEL development and ways to enhance it.
4. Community partnerships to promote students' SEL development. This may include establishing partnerships with diverse community agencies and organizations to assure a coordinated approach to addressing children's mental health and SEL development.
5. Early identification and intervention to enhance students' school readiness, academic success, and use of good citizenship skills. This may include development of a system and procedures for periodic and universal screening, assessment, and early intervention for students who have significant risk factors for social, emotional, or mental health conditions that impact learning.
6. Treatment to prevent or minimize mental health conditions in students. This may include building and strengthening referral and follow-up procedures for providing effective clinical services for students with social, emotional, and mental health conditions that impact learning. This may include student and family support services, school-based behavioral health services, and school-community linked services and supports.
7. Assessment and accountability for teaching SEL skills to all students. This may include implementation of a process to assess and report baseline information and ongoing progress about school climate, students' social and emotional development, and academic performance.

LEGAL REF.:

Children's Mental Health Act of 2003, [405 ILCS 49/](#).

CROSS REF.: 1:30, (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

ADOPTED: March 19, 2013

Document Status: 5-Year-Review - Needs Review

Students

7:185 Teen Dating Violence Prohibited

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

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

1. Fully implements and enforces each of the following Board policies:
 - a. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
 - b. 7:180, *Preventing Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
 - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
 - b. The Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*.
3. Incorporates age-appropriate instruction in grades 7 through 8, in accordance with the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.

Incorporated

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

LEGAL REF.:

[105 ILCS 110/3.10.](#)

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

ADOPTED: December 17, 2013

Document Status: 5-Year-Review - Needs Review

Community Relations

8:95 Parental Involvement

In order to assure collaborative relationships between students' families and the Board of Education and District personnel, and to enable parent(s)/guardian(s) to become active partners in education, the Superintendent shall develop administrative procedures to:

1. Keep parent(s)/guardian(s) thoroughly informed about their child's school and education.
2. Encourage involvement in their child's school and education.
3. Establish effective two-way communication between all families and the Board of Education and District personnel.
4. Seek input from parent(s)/guardian(s) on significant school-related issues.
5. Inform parents/guardians on how they can assist their children's learning.

CROSS REF.: 6:170 (Title I Programs), 6:250 (Community Resource Persons and Volunteers), 8:10 (Connection with the Community), 8:90 (Parent Organizations)

ADOPTED: October 21, 2014



Lincolnshire-Prairie View School District 103

TO: Board of Education

FROM: Scott Warren

DATE: July 3, 2019

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 11, 2017
August 22, 2017
September 5, 2017
September 19, 2017
October 3, 2017
October 24, 2017
November 14, 2017
November 29, 2017
November 30, 2017
December 5, 2017
December 19, 2017



Lincolnshire-Prairie View School District 103

TO: Board of Education

FROM: Scott Warren

DATE: July 3, 2019

RE: Semi-annual Review of Executive Session Minutes

The Open Meetings Act Section 5 ILCS 120/2.06(d) requires public bodies to periodically, but no less than semi-annually, meet to review minutes of all closed sessions to determine if it is necessary to retain their confidentiality to protect the public interest or the privacy of an individual by keeping them confidential. Based on a review by the Superintendent, it is recommended that the Board retain the confidentiality of all closed minutes lawfully closed according to the exceptions provided in the Open Meetings Act.



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: July 3, 2019
Re: Approval of IASB Resolution

The Board discussed at the June 18, 2019 Board meeting its support for an IASB resolution regarding reimbursement for students who are placed in settings other than their home school. The resolution has been finalized and is provided to the Board for approval. I recommend the resolution be adopted as presented.

MEMORANDUM

To: Board Presidents, Superintendents, and
IASB Member Districts

From: Ben Schwarm, Deputy Executive Director
Illinois Association of School Boards

Date: April 2019

Plans are well underway for the 2019 IASB/IASA/IASBO Joint Annual Conference. The IASB Delegate Assembly will be held in conjunction with Conference, November 22-24, 2019, to conduct the annual business of the Association. One of the most important components of that meeting is the consideration of resolutions submitted by member boards. Enclosed are copies of the Resolution submission form to be used this year. A fillable form is available on the IASB website, under Governmental Relations. As an Active Member of the Association, your board is invited to submit proposals for:

- *New IASB Resolutions;
- *Amendments to existing Position Statements;
- *Reaffirmation of existing Position Statements; or
- *Belief Statements

The submission deadline is Wednesday, June 26, 2019. However, earlier submission will allow our staff to better serve you in preparing background material for the Resolutions Committee. IASB staff will review each proposal and consult with your board representative and/or superintendent. Should you wish to appear before the Resolutions Committee, meetings will be scheduled to provide that opportunity. While anyone selected by your board is welcome at these meetings, at least one board member must be present to speak to the resolution.

The resolutions process is one of the most important undertaken by your Association. The decision of the Delegate Assembly regarding proposed resolutions determines our future direction. It is important that all participate in this process. If you have questions please contact our governmental relations department in Springfield. Thanks for your continued interest and support.

3/17-3150-110

RESOLUTION

2019 Delegate Assembly

INSTRUCTIONS:

1. Use a separate form for each resolution or amendment.
2. Submit a typed, original copy of the completed form to:
IASB RESOLUTIONS COMMITTEE
Ben Schwarm
2921 Baker Drive
Springfield, Illinois 62703-5929

<i>Rec'd</i> _____, 2019
<i>Resolution No.</i> _____
<i>Notified</i> _____, 2019
<i>IASB use only</i>

A fillable form is available on the IASB website, under Governmental Relations.

Electronic copy can be emailed to *mbuch@iasb.com*

Resolutions must be postmarked by: **Wednesday, June 26, 2019**

3. Include the name, address and day telephone of a board member to be contacted regarding the resolution.
 4. Retain a file copy.
 5. Submit any additional supportive material as an attachment. Attach additional pages if necessary.
-

Full District Name _____

Board Member Contact _____ Telephone _____

email address _____

Mailing Address _____

City _____ Zip _____

Superintendent _____ Telephone _____

email address _____

District Address _____

City _____ Zip _____

Check one: New Resolution Amendment to a Position Statement Reaffirmation Belief Statement

Statement of Resolution:

Be it resolved that the Illinois Association of School Boards shall:

Statement of Rationale:

Approved by vote of the Board of Education on _____, 2019

Signed (Board President or Secretary) _____



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

MEMO

To: Board of Education
From: Patrick Palbicke
CC: Dr. Scott Warren
Date: July 3, 2019
Re: Daniel Wright Facility Planning Update

Since our last Board meeting, there has one Steering Committee meeting. The meeting was held on Tuesday June 27, 2019. Wold Architects provided the updated design encompass renovations at Daniel Wright. The attached design is the same as what was provided before the last meeting and include the Media Center redesign. The committee discussed the plan and requested a few modifications, allowing the district to move closer to more specific designs choices for each space.

Included is the latest concept estimates from Wold that include the items discussed that were outside of the construction (water main, switch gear, etc.) that have been mentioned before. We may get these cheaper through economies of scale if we add them as alternates to the bidding process when the board is ready to proceed with a design.

We are still working on storm water detention options and concept design with Gewalt Hamilton.

We continue to review other options which include purchase of a facility to house administration. We will update the board if there is any movement/progress regarding this.

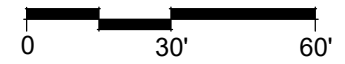


RENOVATE FCS
1345 SF



70

1 **OPTION 1**
1" = 40'-0"



NO RENOVATIONS
PLANNED AT THIS TIME

SECURE
VESTIBULE
ENTRY

6/14/2019 11:46:16 AM
C:\Users\jlafrnz\Documents\Daniel Wright Junior High (Central_18)_jlafrnz11.rvt
\\wae-srv-11.wolddae.com\lincoln\SD_Lincolnshire-Prairie View\Daniel Wright Junior High\Revit\Daniel Wright Junior High (Central_18).rvt



To: Lincolnshire-Prairie View #103 Steering Committee

From: Dan Kritta |

Date: June 27, 2019

Comm. No: 183016

Subject: Lincolnshire-Prairie View #103
Daniel Wright Junior High Improvements – Concept Estimate
June 27, 2019

PLANNING CONCEPT – SMALL ADDITION/RENOVATIONS:

New Addition (1,820 SF)	\$ 910,000
Renovation Area (16,000 SF)	\$4,400,000
Existing Building Connection Costs	\$ 100,000
Provide Fire Suppression to Remainder of Building	\$ 578,000
<u>Remove Asbestos Containing Materials</u>	<u>\$ 60,000</u>
Planning Concept Project Estimate	\$6,048,000

PRIORITY IMPROVEMENTS:

Replace Electrical Switch Gear	\$ 100,000
Replace Fire Alarm System	\$ 95,500
Replacement of Galvanized Domestic Piping	\$ 100,000
Replace Air Handler in Boiler Room	\$ 39,500
Address Remaining Health/life Safety Items	\$ 6,625
Remove and Replace Remaining Ballasted <u>Membrane of Roof System (Bid Alternate)</u>	<u>\$ 826,000</u>
Priority Improvements Project Estimate	\$1,167,625

Note: Project costs include fees, testing, printing, furniture and equipment (where applicable) and contingency.

KH/O:/SD/Lincolnshire-Prairie View 103/183016/crsp/6.27.19 memo

Wold Architects and Engineers
110 North Brockway Street, Suite 220
Palatine, IL 60067
woldae.com | 847 241 6100

**PLANNERS
ARCHITECTS
ENGINEERS**



Lincolnshire-Prairie View School District 103

1370 N. Riverwoods Road • Lincolnshire, IL 60069

847/295-4030 • FAX 847/295-9196

<http://www.d103.org>

MEMO

To: Board of Education
From: Patrick Palbicke
CC: Dr. Scott Warren
Date: July 3, 2019
Re: Facilities Master Plan Update

Attached is the updated Facilities Master Plan that was discussed at the June 18 Board Meeting.

The format has been updated, marking those items coming from the Building Fund 20 (marked yellow) and those coming from Capital Projects Fund 60. I removed the target year column and updated numbers for those that are a bit more known.

The one item that is more difficult to update/remove is the Optional Scope. I did move the items to the 2024 year for items that need to be addressed and can be completed in a year the Board chooses. Items left are truly optional items that came from the ComEd energy efficiency review. If the board would prefer, this item could be removed and added to notes at the bottom of the page.

Lincolnshire-Prairie View #103 Master Facilities Plan Summary

FACILITY IMPROVEMENT PLANNING MATRIX

Laura B. Sprague Elementary								
	Expended 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Operational Budget Subtotal	\$ 57,418.00	\$ 342,272.00	\$ 5,000.00	\$ 355,000.00	\$ 676,000.00	\$ 124,300.00	\$ 99,700.00	\$ 1,602,272.00
Laura B. Sprague Elementary Totals	\$ 57,418.00	\$ 342,272.00	\$ 5,000.00	\$ 355,000.00	\$ 676,000.00	\$ 212,920.00	\$ 99,700.00	\$ 1,722,180.00

Half Day Intermediate School								
	Expended 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Operational Budget Subtotal	\$ 96,451.25	\$ 70,800.00	\$ 80,000.00	\$ 276,300.00	\$ 25,000.00	\$ 455,000.00	\$ 103,560.00	\$ 1,010,660.00
Half Day Intermediate School Totals	\$ 96,451.25	\$ 70,800.00	\$ 80,000.00	\$ 276,300.00	\$ 25,000.00	\$ 559,000.00	\$ 103,560.00	\$ 1,114,660.00

Daniel Wright Junior High School								
	Expended 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Operational Budget Subtotal	\$ 96,072.00	\$ 247,200.00	\$ 315,000.00	\$ -	\$ -	\$ -	\$ -	\$ 562,200.00
Daniel Wright Junior High School Totals	\$ 221,365.00	\$ 342,200.00	\$ 6,921,765.00	\$ 800,000.00	\$ 790,000.00	\$ 2,635,040.00	\$ 318,800.00	\$ 12,079,170.00

District-Wide								
	Expended 2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
District-Wide Operational Budget Subtotal	\$ 249,941.25	\$ 660,272.00	\$ 400,000.00	\$ 631,300.00	\$ 701,000.00	\$ 579,300.00	\$ 203,260.00	\$ 3,175,132.00
Additional Unbudgeted Items	\$ 192,317.46							
District-Wide Totals	\$ 567,551.71	\$ 755,272.00	\$ 7,006,765.00	\$ 1,431,300.00	\$ 1,491,000.00	\$ 3,406,960.00	\$ 522,060.00	\$ 14,916,010.00

Lincolnshire-Prairie View #103 Master Facilities Plan Laura B. Sprague Elementary School

FACILITY IMPROVEMENT PLANNING MATRIX

Security Improvements			Implementation Year								
Category	Upgrade	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Delay	Interior Classroom Window Glazing	Install laminate window film to protect tempered glass and prevent forced access into classrooms (interior entrances to classrooms in the addition only).			\$ 4,000.00						\$ 4,000.00
Detection	Basic Video Surveillance	Enhance basic video surveillance system that has cameras at main entrances and includes recording capabilities for forensic purposes including servers, cameras, etc.	\$ 28,300.00	DW * Completed. SP and HD Next.	\$ 99,897.00						\$ 99,897.00
Deterrence	Exterior Window Identification	Ensure all interior rooms are labeled for emergency responders at exterior windows.			\$ 2,000.00						\$ 2,000.00
Security Improvements Total			\$ 28,300.00		\$ 105,897.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,897.00

*District-Wide Improvement/Updated Quote From \$140,000 Estimate

Facility Deficiencies Upgrades		Implementation Year								
Category	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Site	Reconstruct Southwest Parking lot					\$ 325,000.00				\$ 325,000.00
Site	Reconstruct Pathway between Riverwoods Road and Southwest Parking Lot			\$ 9,500.00						\$ 9,500.00
Site	Seal Coat Hard Play Area			\$ 2,000.00						\$ 2,000.00
Site	Reconstruct Sidewalk on North Side of Building			\$ 136,000.00						\$ 136,000.00
Site	Reconstruct East Parking Lot						\$ 676,000.00			\$ 676,000.00
Site	Reconstruct Pavement and Drainage in East Courtyard							\$ 124,300.00		\$ 124,300.00
Site	Reconstruct Exterior Ramps to the two doors facing south that connect to the bus drop off drive			\$ 52,000.00						\$ 52,000.00
Site	Sealcoat and Striping			\$ 5,000.00	\$ 5,000.00					\$ 10,000.00
Site	Replace Pick up truck					\$ 30,000.00				\$ 30,000.00
Interior	Renovation of 1st Grade Girls Bathroom	\$ 23,618.00	Yes							\$ -
Interior	Renovation of Faculty Bathroom	\$ 5,500.00	Yes							\$ -
Interior	Renovation 2nd Grade Girls Bathroom			\$ 30,000.00						\$ 30,000.00
Mechanical	Replace Boiler Pump for Boiler #1							\$ 7,500.00		\$ 7,500.00
Furniture	Replace Cafeteria Tables							\$ 23,788.00		\$ 23,788.00

Lincolnshire-Prairie View #103 Master Facilities Plan Laura B. Sprague Elementary School

FACILITY IMPROVEMENT PLANNING MATRIX

Facility Deficiencies Upgrades					Implementation Year								
Category	Description				Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Mechanical	Replace Boiler Pump for Boiler #2										\$ 7,500.00		\$ 7,500.00
Mechanical	Replace Gymnasium Air Handler										\$ 81,120.00		\$ 81,120.00
Category	Location	Violation	Correction		Expended 2018/2019		2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
H/LS	P-1	Exterior wall of 1st #28	Water Hydrant without vacuum	Provide vacuum breaker for water			\$ 375.00						\$ 375.00
H/LS	P-2	Exterior wall of T #26	Water Hydrant without vacuum	Provide vacuum breaker for water			\$ 375.00						\$ 375.00
H/LS	P-3	Exterior wall of T #35	Water Hydrant without vacuum	Provide vacuum breaker for water			\$ 375.00						\$ 375.00
H/LS	P-4	Exterior wall of ELL #43C	Water Hydrant without vacuum	Provide vacuum breaker for water			\$ 375.00						\$ 375.00
H/LS	P-5	Roof	Water Hydrant without vacuum	Provide vacuum breaker for water			\$ 375.00						\$ 375.00
Energy (Optional)	Install a Modern Building Energy Management System with Enhanced Controls (Per ComEd Energy Efficiency Program Report - Simple Payback = 10.9 years)											\$ 91,100.00	\$ 91,100.00
Energy (Optional)	Gymnasium Lighting - Replace Existing Fluorescent Fixtures with LED Pendant Fixtures (Per ComEd Energy Efficiency Program Report - Simple Payback = 2.4 years)											\$ 2,200.00	\$ 2,200.00
Energy (Optional)	Cafeteria Lighting - Replace Existing Fluorescent Fixtures with LED Troffer Fixtures (Per ComEd Energy Efficiency Program Report - Simple Payback = 7.0 years)											\$ 1,400.00	\$ 1,400.00
Energy (Optional)	Classroom Lighting - Install Daylighting Controls (Per ComEd Energy Efficiency Program Report - Simple Payback = 3.0 years)											\$ 5,000.00	\$ 5,000.00
Facility Deficiencies Upgrades Total					\$ 29,118.00		\$ 236,375.00	\$ 5,000.00	\$ 355,000.00	\$ 676,000.00	\$ 212,920.00	\$ 99,700.00	\$ 1,616,283.00
Operational Budget Subtotal					\$ 57,418.00		\$ 342,272.00	\$ 5,000.00	\$ 355,000.00	\$ 676,000.00	\$ 124,300.00	\$ 99,700.00	\$ 1,602,272.00
Laura B. Sprague Elementary Totals					\$ 57,418.00		\$ 342,272.00	\$ 5,000.00	\$ 355,000.00	\$ 676,000.00	\$ 212,920.00	\$ 99,700.00	\$ 1,722,180.00
Optional Items in Green As part of Energy Savings													

Note: Based on enrollment forecasts for Laura B. Sprague Elementary, the current capacity of the building can accommodate the anticipated student population. If an additional teaching station is required, the current Maintenance Room is designed to convert to a classroom space. The project cost estimate for the conversion is \$100,000 (2018 costs). The space for relocation of maintenance requirements is yet to be determined.

Lincolnshire-Prairie View #103 Master Facilities Plan Half Day Elementary School

FACILITY IMPROVEMENT PLANNING MATRIX

Security Improvements			Implementation Year								
Category	Upgrade	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Delay	Inside Locking Door Hardware	Replacing existing interior door hardware at 3rd Grade area and Library with mechanisms that have inside locking capability and impact resistant glass (15 doors).			\$ 30,000.00						\$ 30,000.00
Delay	Classroom Window Glazing	Install laminate window film to protect tempered glass and prevent forced access into 1st and 2nd floor classrooms.			\$ 10,000.00						\$ 10,000.00
Deterrence	Exterior Window Identification	Ensure all interior rooms are labeled for emergency responders at exterior windows.			\$ 1,600.00						\$ 1,600.00
Security Improvements Total					\$ 41,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,600.00

Facility Deficiencies Upgrades			Implementation Year								
Category		Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Site		Apply Pavement Rejuvenation to all pavement						\$ 25,000.00			\$ 25,000.00
Site		Adjust and Patch around manhole in pavement northwest of bus loading area	\$ 2,950.00	Yes							\$ -
Site		Complete Playground addition including synthetic turf							\$ 455,000.00		\$ 455,000.00
Site		Reconstruct Exterior Stairway to old building					\$ 42,200.00				\$ 42,200.00
Site		Reconstruct sidewalk between main entrance and east parking area				\$ 50,000.00					\$ 50,000.00
Site		Sealcoat Parking Lot			\$ 5,000.00						\$ 5,000.00
Site		Replace Pick Up				\$ 30,000.00					\$ 30,000.00
Site		Double Door Frame - Replacement			\$ 14,200.00						\$ 14,200.00
Site		Repair Manhole - Collapsed			\$ 10,000.00						\$ 10,000.00

Lincolnshire-Prairie View #103 Master Facilities Plan Half Day Elementary School

Plumbing	Update Sanitary Drainage in Original Building (exterior)	\$ 12,356.00	Yes							\$ -
Plumbing	Update Sanitary Drainage in Original Building (interior if needed)					\$ 100,000.00				\$ 100,000.00
Electrical	Replace Lighting Fixtures in 3rd Grade Hallway	\$ 81,145.25	Yes							\$ -
Electrical	Replace Lighting Fixtures in 1996 Addition							\$ 104,000.00		\$ 104,000.00
Interior	Replace interior doors in the 1950's addition including hardware for ADA compliance					\$ 134,100.00				\$ 134,100.00

FACILITY IMPROVEMENT PLANNING MATRIX

Facility Deficiencies Upgrades		Implementation Year								
Category	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Energy (Optional)	Install a modern building Energy Management System with enhanced controls (Per ComEd Energy Efficiency Program Report - Simple Payback = 16.1 years)								\$ 96,600.00	\$ 96,600.00
Energy (Optional)	Gymnasium Lighting - Replace existing fluorescent fixtures with LED pendant fixtures (Per ComEd Energy Efficiency Program Report - Simple Payback = 4.4 years)								\$ 4,300.00	\$ 4,300.00
Energy (Optional)	Classroom Lighting - Install daylighting controls (Per ComEd Energy Efficiency Program Report - Simple Payback = 2.9 years)								\$ 560.00	\$ 560.00
Energy (Optional)	Office Lighting - Install occupancy sensors (Per ComEd Energy Efficiency Program Report - Simple Payback = 4.8 years)								\$ 2,100.00	\$ 2,100.00
Facility Deficiencies Upgrades Total		\$ 96,451.25		\$ 29,200.00	\$ 80,000.00	\$ 276,300.00	\$ 25,000.00	\$ 559,000.00	\$ 103,560.00	\$ 1,073,060.00

Operational Budget Subtotal		\$ 96,451.25		\$ 70,800.00	\$ 80,000.00	\$ 276,300.00	\$ 25,000.00	\$ 455,000.00	\$ 103,560.00	\$ 1,010,660.00
Half Day Intermediate School Totals		\$ 96,451.25		\$ 70,800.00	\$ 80,000.00	\$ 276,300.00	\$ 25,000.00	\$ 559,000.00	\$ 103,560.00	\$ 1,114,660.00

Optional Items in Green As part of Energy Savings

Lincolnshire-Prairie View #103 Master Facilities Plan Daniel Wright Middle School

FACILITY IMPROVEMENT PLANNING MATRIX

Security Improvements			Implementation Year								
Category	Upgrade	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Delay	Inside Locking Door Hardware	Replacing existing interior door hardware with mechanisms that have inside locking capability.							\$ 121,140.00		\$ 121,140.00
Delay	Interior Classroom Window Glazing	Install laminate window film to protect tempered glass and prevent forced access into classrooms.							\$ 26,500.00		\$ 26,500.00
Delay	Vestibule Intercom System	Lock door to main offices and install an intercom system in vestibule so that office personnel can authorize visitors before access is granted.				\$ 5,000.00					\$ 5,000.00
Deterrence	Exterior Window Identification	Ensure all interior rooms are labeled for emergency responders at exterior windows.							\$ 2,000.00		\$ 2,000.00
Security Improvements Total					\$ -	\$ 5,000.00	\$ -	\$ -	\$ 149,640.00	\$ -	\$ 154,640.00

Facility Deficiencies Upgrades		Implementation Year								
Category	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Site	Improve Drainage of Athletic Fields				\$ 40,000.00					\$ 40,000.00
Site	Reconstruct Bus Parking / Facilities Department Parking Lot in Concrete						\$ 790,000.00			\$ 790,000.00
Site	Add Curb and Sidewalk to Ring Road Drop off Lane on north side of building (additional site impervious would be created with this and would require storm water detention or reduction in other impervious coverage)				\$ 73,800.00					\$ 73,800.00
Site	Reconstruct main entrance drives and ring roads							\$ 977,600.00		\$ 977,600.00
Site	Reconstruct Southeast Parking Lot							\$ 532,100.00		\$ 532,100.00
Site	Reconstruct Northeast Parking Lot							\$ 494,300.00		\$ 494,300.00
Site	Reconstruct Northwest Parking Lot							\$ 213,000.00		\$ 213,000.00
Site	Relocate bike racks to main entrance with new concrete pad							\$ 12,500.00		\$ 12,500.00
Site	Ensure all entrances, walkways, and parking areas are well lit throughout the night. Upgrade poles and lighting.							\$ 54,000.00		\$ 54,000.00
Site	Sealcoat all Parking Lots	\$ 11,772.00	Yes		\$ 5,000.00					\$ 16,772.00
Site	Replace 10 year old Dump truck	\$ 63,300.00	Yes							\$ 63,300.00
Exterior	Replace Single-Glazed Windows remaining in 1972 and 1991 Additions							\$ 81,100.00		\$ 81,100.00

Lincolnshire-Prairie View #103 Master Facilities Plan Daniel Wright Middle School

FACILITY IMPROVEMENT PLANNING MATRIX

Facility Deficiencies Upgrades				Implementation Year								
Category	Description			Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Exterior	Remove and replace remaining ballasted membrane roof system							\$ 800,000.00				\$ 800,000.00
Interior	Provide Window shading devices at 7th and 8th Grade wing classrooms									\$ 10,800.00		\$ 10,800.00
Interior	Design Phase - Daniel Wright Construction			\$ 125,293.00	No	\$ 95,000.00						\$ 220,293.00
Interior	Paint Green Gym									\$ 10,000.00		\$ 10,000.00
Interior	Boys Locker Room					\$ 28,000.00						\$ 28,000.00
Electrical	Replace Fire Alarm Panel/System						\$ 80,000.00					\$ 80,000.00
Electrical	Replace Electrical Switch Gear (Size for Addition)- Design Cost					** \$ 107,000.00						\$ 107,000.00
Hazardous Materials	Remove Asbestos Containing Materials			\$ 21,000.00	Yes							\$ 21,000.00
Plumbing	Replace circulating pumps for Boiler					\$ 2,200.00						\$ 2,200.00
Plumbing	Replacement of galvanized domestic water pipe due to corrosion/blockage including asbestos abatement - Design Cost					** \$ 110,000.00						\$ 110,000.00
Plumbing	Provide Fire Suppression System Throughout Building (7th and 8th Grade Wings Complete)						\$ 578,000.00					\$ 578,000.00
HVAC	Replace both Air Handler Units Serving the Green Gym						\$ 100,000.00					\$ 100,000.00
HVAC	Replace Rooftop Air Handler Unit Serving South Wing									\$ 77,000.00		\$ 77,000.00
HVAC	Replace carrier air handler located in Boiler Room						\$ 40,000.00					\$ 40,000.00
Category	Location	Violation	Correction	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
H/LS	A-1	Corridor north of Library	Dead end corridor				\$ 9,750.00					\$ 9,750.00
H/LS	A-2	Corridor west of Green Gym	Dead end corridor				\$ 9,750.00					\$ 9,750.00
H/LS	A-3	Corridors in classroom pods to north and south of Library	Dead end corridor				\$ 39,000.00					\$ 39,000.00

Lincolnshire-Prairie View #103 Master Facilities Plan Daniel Wright Middle School

H/LS	A-3	Music Storage/ Second Egress	Second egress is through intervening space	Remodel intervening space to clearly function as dedicated egress								\$ 13,000.00	\$ 13,000.00
H/LS	A-7	Electrical room (near Faculty Lounge)	Rated door does not latch properly	Replace door with new rated door to latch properly								\$ 3,900.00	\$ 3,900.00

**Include Design Fees for Work Scope

Note: Some Health/Life Safety Items (H/LS) would be resolved if the entire facility receives a fire suppression system. The following items and associated costs would be removed from the Matrix: A-1, A-2, A-3

FACILITY IMPROVEMENT PLANNING MATRIX

Facility Deficiencies Upgrades					Implementation Year								
Category		Location	Violation	Correction	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
H/LS	M-1	FACS Lab #126	No emergency fuel burner switch	Provide emergency fuel burner switch				\$ 3,200.00					\$ 3,200.00
H/LS	M-2	PE Of. #135	No ventilation air provided	Provide ventilation air per new codes							\$ 2,500.00		\$ 2,500.00
H/LS	M-3	Storage Room	Chemicals are not vented per code	Move to storage room with ventilation (verify ventilation is operational)							\$ 1,000.00		\$ 1,000.00
H/LS	E-1	Multiple Locations (37 Total)	Fire Alarm Visual missing	Provide new fire alarm visual device				\$ 28,600.00					\$ 28,600.00
H/LS	E-2	Home Economics 126, Fine Arts 5	Fire Alarm Pull station missing	Provide new fire alarm pull station				\$ 1,600.00					\$ 1,600.00
H/LS	E-3	Special Edu. 134, Special Edu. 133, Music 9, Practice 10, Computer lab 100	Smoke detector missing	Provide new smoke detector, 2 detectors required in Special Edu. 134				\$ 4,700.00					\$ 4,700.00
H/LS	E-4	Orch. Storage 12, Towel 36, Boys locker 34, Storage 30, Special Edu 121	Heat detector missing	Provide new heat detector				\$ 3,900.00					\$ 3,900.00
H/LS	E-5	Corridors, Gen office 27, Green Gym	Exit Sign missing	Provide exit signs in 4 locations				\$ 2,500.00					\$ 2,500.00
H/LS	E-6	Corridors, Gen office 27	Emergency lighting missing	Provide emergency lights in 6 locations				\$ 4,125.00					\$ 4,125.00
H/LS	P-1	Prep #147	No grease interceptor for triple sink	Provide grease interceptor							\$ 2,600.00		\$ 2,600.00
H/LS	FP-1	Stage #28A	No sprinklers for permanent stage	Provide sprinkler system for the stage area				\$ 10,400.00					\$ 10,400.00
Category		Description			Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Energy (Optional)		Gymnasium Lighting - Replace Existing Fluorescent Fixtures with LED Pendant Fixtures (Per ComEd Energy Efficiency Program Report - Simple Payback = 2.3 years)										\$ 5,300.00	\$ 5,300.00

Lincolnshire-Prairie View #103 Master Facilities Plan Daniel Wright Middle School

Energy (Optional)	Classroom Lighting - Replace Existing Lighting with LED Troffer Fixtures (Per ComEd Energy Efficiency Program Report - Simple Payback = 10.9 years)								\$ 158,000.00	\$ 158,000.00
Energy (Optional)	Kitchen Lighting - Replace Existing Lighting with LED Troffer Fixtures (Per ComEd Energy Efficiency Program Report - Simple Payback = 14.8 years)								\$ 4,400.00	\$ 4,400.00
Energy (Optional)	Install a Modern Building Energy Management and System with Enhanced Controls (Per ComEd Energy Efficiency Program Report - Simple Payback = 12 years)								\$ 147,000.00	\$ 147,000.00
Energy (Optional)	Install Variable Speed Drive Controls on the Boiler Pump (Per ComEd Energy Efficiency Program Report - Simple Payback = 2.3 years)								\$ 4,100.00	\$ 4,100.00
Facility Deficiencies Upgrade Total		\$ 221,365.00		\$ 342,200.00	\$ 1,034,325.00	\$ 800,000.00	\$ 790,000.00	\$ 2,485,400.00	\$ 318,800.00	\$ 5,992,090.00

***Represents Design Fees for Work Scope*

Note: Some Health/Life Safety Itmes (H/LS) would be resolved as part of the Fire Alarm System Replacement noted in the Electric Category. The following items and associated cost would be removed from the Matrix: E-1, E-2, E-3, E-4

FACILITY IMPROVEMENT PLANNING MATRIX

Alignment/Growth Improvements		Implementation Year								
Category	Description	Expended 2018/2019	Completed?	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Optional Scope	Total
Program	FACS Lab Conversion (Cost Shown to Reflect 2019 Dollars)				\$ 50,000.00					\$ 50,000.00
Program	Math Room Improvements (Cost Shown to Reflect 2019 Dollars)				\$ 186,000.00					\$ 186,000.00
Program	Special Needs Suite Renovations (Cost Shown to Reflect 2018 Dollars)				\$ 349,440.00					\$ 349,440.00
Program	Media Room Development (Cost Shown to Reflect 2019 Dollars)				\$ 1,755,000.00					\$ 1,755,000.00
Program	Activation Link (Cost Shown to Reflect 2019 Dollars)				\$ 1,537,000.00					\$ 1,537,000.00
Growth	Administration/Entrance Relocation (Cost Shown to Reflect 2019 Dollars)				\$ 1,900,000.00					\$ 1,900,000.00
Program	7th/8th Grade Collaboration Node (Cost Shown to Reflect 2019 Dollars)				\$ 155,000.00					\$ 155,000.00
Alignment/Growth Improvement Total		\$ -		\$ -	\$ 5,882,440.00	\$ -	\$ -	\$ -	\$ -	\$ 5,932,440.00

***Represents Design Fees for Work Scope*

Operational Budget Subtotal		\$ 96,072.00		\$ 247,200.00	\$ 315,000.00	\$ -	\$ -	\$ -	\$ -	\$ 658,272.00
Daniel Wright Junior High School Totals		\$ 221,365.00		\$ 342,200.00	\$ 6,921,765.00	\$ 800,000.00	\$ 790,000.00	\$ 2,635,040.00	\$ 318,800.00	\$ 12,079,170.00
Items that were to be Included in Constretion										
Optional Items in Green As part of Energy Savings										



Lincolnshire – Prairie View School District 103
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Memo

To: Board of Education
From: Katie Reynolds, Assistant Superintendent of Curriculum and Instruction
CC: Dr. Scott Warren
Date: July 3, 2019
Re: Spring Growth Summary Report

Attached you will find a copy of the District Spring Growth Summary for the 2018-2019 school year. This report is provided annually to the board as a way to monitor student growth. This year grade levels K-5, 7 & 8 made expected growth in reading and mathematics and 6th grade made higher than expected growth in both subject areas.

Overview

The ECRA Group, Inc. (ECRA) Local Growth Model compares the growth of an individual student with local growth trends of students with the same historical achievement in the District. Growth results can be examined by each individual student, or the student growth scores of a group of students can be aggregated by grade, subject, school, or subgroup.

Growth Model Development

Growth models analyze longitudinal student achievement data using advanced statistical modeling techniques to quantify growth. The ECRA Local Growth Model (LGM) assigns each District student a projected score based on prior achievement and typical district growth profiles. To evaluate student growth, students' actual test scores are compared to the projected values provided by the prediction model. The difference between the projected and actual student achievement on assessments is summarized by a growth score and a color coded rating. Aggregation of individual student growth scores provides a measure of overall student growth for groups of students, whether by classroom, program, school, or subgroup.

Growth Scores

Growth scores represent the magnitude of the difference between actual and expected achievement. Each deviation from zero indicates more (or less) than expected growth

observed in the District based on historical data. A negative growth score does not indicate a student is losing knowledge, but rather that the student did not grow as much throughout the school year as his or her peers with the same historical achievement. Student growth is considered typical or “expected” unless the growth score is statistically significant and educationally relevant. Growth is categorized in the reports using the following scale.

	Higher than Expected Growth Growth is +0.30 or above		Expected Growth Growth from -0.29 to +0.29		Lower than Expected Growth Growth from -0.30 to -0.59		Unsatisfactory Growth Growth is -0.60 or below
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Sample Growth Summary Form








Growth evaluation reports are provided for the district as well as for individual schools.

School:
U.S. 50 Sample District
Subject:
Mathematics
Evaluation Year: **2014-2015**
Growth Comparison Group: **Local District**
Term: **Spring**

Overall Growth

+ 0.06  **Expected Growth**

The overall growth score across all students is reported at the top right of the form as well as at the bottom of the table.

Student Growth by Grade							
Grade	Test	Effective Sample Size	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth
04	Spring MAP	168	70%	15%	71%	14%	+ 0.12 
04	Spring PARCC	168	32%	17%	70%	13%	+ 0.09 
05	Spring MAP	181	75%	17%	75%	9%	+ 0.23 
05	Spring PARCC	181	22%	17%	65%	18%	0.00 
06	Spring MAP	199	65%	16%	68%	16%	+ 0.02 
06	Spring PARCC	198	32%	15%	64%	21%	- 0.07 
ALL		500	49%	16%	69%	15%	+ 0.06 
EXPECTED				16%	68%	16%	0.00

* Dot color is green for all growth scores that are not statistically significant
**Percentages may not add to 100 due to rounding
***Growth not reported for groups with fewer than 5 students

The percentage of students who met the state or college readiness benchmark, as well as achieved higher than expected, expected, and lower than expected growth are summarized in the middle columns of the table.

LINCOLNSHIRE-PRAIRIEVIEW SCHOOL DISTRICT 103

District Spring Growth Update

2018-2019



LINCOLNSHIRE-PRAIRIEVIEW SCHOOL DISTRICT 103





Criterion by Grade and Subject (2018-2019)

Growth Year: **2018-2019**

Growth Comparison Group: **Local District**

Term: **Spring**

The following table summarizes assessments evaluated at each grade level and subject.

Criterion by Grade and Subject		
Grade	Mathematics	Reading
K	Spring ENB	Spring ELB
01	Spring MAP	Spring MAP
02	Spring MAP	Spring MAP
03	Spring MAP	Spring MAP
04	Spring MAP	Spring MAP
05	Spring MAP	Spring MAP
06	Spring MAP	Spring MAP
07	Spring MAP	Spring MAP
08	Spring MAP	Spring MAP



Overall Growth Summary (2018-2019)

Subject:

All Subjects

Growth Year: **2018-2019**

Growth Comparison Group: **Local District**

Term: **Spring**

Overall Growth

+ 0.07 **Expected Growth**

Student Growth by School

School:	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth
HALF DAY SCHOOL	560	73%	19%	68%	13%	+ 0.10
SPRAGUE SCHOOL	463	72%	16%	70%	14%	+ 0.06
WRIGHT JUNIOR HIGH	618	78%	20%	64%	16%	+ 0.07
ALL	1,641	75%	18%	67%	15%	+ 0.07
EXPECTED			16%	68%	16%	0.00

* Dot color is green for all growth scores that are not statistically significant

[^] Student count only includes students with at least 2 predictors

****Percentages may not add to 100 due to rounding**
*****Results not reported for groups with fewer than 5 students**

 Higher than Expected Growth Growth is +0.30 or above	 Expected Growth Growth from -0.29 to +0.29	 Lower than Expected Growth Growth from -0.30 to -0.59	 Unsatisfactory Growth Growth is -0.60 or below
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Building-Level Growth Summary (2018-2019)

Subject:

Mathematics

Growth Year: 2018-2019

Growth Comparison Group: Local District

Term: Spring

Overall Growth

+ 0.11 **Expected Growth**

Student Growth by School

School	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth
HALF DAY SCHOOL	560	71%	21%	63%	16%	+ 0.11
SPRAGUE SCHOOL	462	79%	19%	66%	15%	+ 0.07
WRIGHT JUNIOR HIGH	616	79%	21%	64%	15%	+ 0.14
ALL EXPECTED	1,638	76%	20% 16%	64% 68%	15% 16%	+ 0.11 0.00

* Dot color is green for all growth scores that are not statistically significant
[^] Student count only includes students with at least 2 predictors

**Percentages may not add to 100 due to rounding
 ***Results not reported for groups with fewer than 5 students

Higher than Expected Growth Growth is +0.30 or above	Expected Growth Growth from -0.29 to +0.29	Lower than Expected Growth Growth from -0.30 to -0.59	Unsatisfactory Growth Growth is -0.60 or below



Grade-Level Growth Summary (2018-2019)

Subject:

Mathematics

Growth Year: **2018-2019**

Growth Comparison Group: **Local District**

Term: **Spring**

Overall Growth

+ 0.11 **Expected Growth**

Student Growth by Grade

Grade	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth	
K	152	N/A	25%	63%	13%	+ 0.21	
01	151	64%	17%	68%	15%	0.00	
02	159	94%	16%	67%	17%	- 0.01	
03	169	77%	19%	67%	14%	+ 0.09	
04	210	69%	25%	61%	14%	+ 0.20	
05	181	67%	19%	62%	19%	+ 0.01	
06	214	78%	22%	69%	8%	+ 0.33	
07	194	79%	22%	60%	18%	+ 0.14	
08	208	81%	17%	63%	20%	- 0.07	
ALL	1,638	76%	20%	64%	15%	+ 0.11	
EXPECTED			16%	68%	16%	0.00	

* Dot color is green for all growth scores that are not statistically significant

[^] Student count only includes students with at least 2 predictors

**Percentages may not add to 100 due to rounding

***Results not reported for groups with fewer than 5 students

<p>Higher than Expected Growth Growth is +0.30 or above</p>	<p>Expected Growth Growth from -0.29 to +0.29</p>	<p>Lower than Expected Growth Growth from -0.30 to -0.59</p>	<p>Unsatisfactory Growth Growth is -0.60 or below</p>
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Building-Level Growth Summary (2018-2019)

Subject:

Reading

Growth Year: **2018-2019**

Growth Comparison Group: **Local District**

Term: **Spring**

Overall Growth

+ 0.04 **Expected Growth**

Student Growth by School

School	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth	
HALF DAY SCHOOL	560	74%	16%	73%	11%	+ 0.10	
SPRAGUE SCHOOL	463	65%	13%	73%	14%	+ 0.05	
WRIGHT JUNIOR HIGH	617	77%	18%	64%	17%	- 0.01	
ALL	1,640	74%	16%	70%	14%	+ 0.04	
EXPECTED			16%	68%	16%	0.00	

* Dot color is green for all growth scores that are not statistically significant
[^] Student count only includes students with at least 2 predictors

**Percentages may not add to 100 due to rounding
 ***Results not reported for groups with fewer than 5 students

<p>Higher than Expected Growth Growth is +0.30 or above</p>	<p>Expected Growth Growth from -0.29 to +0.29</p>	<p>Lower than Expected Growth Growth from -0.30 to -0.59</p>	<p>Unsatisfactory Growth Growth is -0.60 or below</p>
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Grade-Level Growth Summary (2018-2019)

Subject:
Reading

Overall Growth

+ 0.04 **Expected Growth**

Growth Year: **2018-2019**

Growth Comparison Group: **Local District**

Term: **Spring**

Student Growth by Grade

Grade	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth	
K	153	N/A	14%	76%	9%	+ 0.16	
01	151	58%	12%	72%	17%	- 0.01	
02	159	73%	14%	71%	15%	- 0.01	
03	169	72%	18%	73%	9%	+ 0.20	
04	210	75%	12%	74%	13%	- 0.03	
05	181	76%	19%	70%	11%	+ 0.14	
06	213	72%	24%	65%	11%	+ 0.30	
07	195	83%	17%	63%	20%	- 0.07	
08	209	77%	14%	65%	21%	- 0.26	
ALL	1,640	74%	16%	70%	14%	+ 0.04	
EXPECTED			16%	68%	16%	0.00	

* Dot color is green for all growth scores that are not statistically significant

[^] Student count only includes students with at least 2 predictors

**Percentages may not add to 100 due to rounding

***Results not reported for groups with fewer than 5 students

Higher than Expected Growth Growth is +0.30 or above	Expected Growth Growth from -0.29 to +0.29	Lower than Expected Growth Growth from -0.30 to -0.59	Unsatisfactory Growth Growth is -0.60 or below





Student Group Growth Summary (2018-2019)

Subject:

Mathematics

Growth Year: 2018-2019

Growth Comparison Group: Local District

Term: Spring

Growth by Student Group

Group	Student Group	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth
Ethnicity	Asian	753	88%	27%	60%	13%	+ 0.30
Ethnicity	Black	13	50%	8%	69%	23%	- 0.49*
Ethnicity	Hispanic	50	60%	24%	58%	18%	+ 0.10
Ethnicity	Other	31	74%	26%	55%	19%	+ 0.15
Ethnicity	White	790	66%	14%	69%	17%	- 0.06
Gender	Female	786	72%	13%	69%	18%	- 0.08
Gender	Male	852	79%	27%	60%	13%	+ 0.28
IEP	IEP	183	39%	19%	67%	14%	+ 0.02
IEP	No IEP	1,455	81%	21%	64%	15%	+ 0.12
Income	Low Income	17	71%	12%	76%	12%	- 0.05
Income	Not Low Income	1,621	76%	20%	64%	15%	+ 0.11
LEP	LEP	124	51%	35%	52%	12%	+ 0.38
LEP	Not LEP	1,514	78%	19%	65%	16%	+ 0.08
EXPECTED				16%	68%	16%	0.00

* Dot color is green for all growth scores that are not statistically significant

[^] Student count only includes students with at least 2 predictors

**Percentages may not add to 100 due to rounding

***Results not reported for groups with fewer than 5 students

<p>Higher than Expected Growth Growth is +0.30 or above</p>	<p>Expected Growth Growth from -0.29 to +0.29</p>	<p>Lower than Expected Growth Growth from -0.30 to -0.59</p>	<p>Unsatisfactory Growth Growth is -0.60 or below</p>
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Student Group Growth Summary (2018-2019)

Subject:
Reading

Growth Year: **2018-2019**

Growth Comparison Group: **Local District**

Term: **Spring**

Growth by Student Group

Group	Student Group	Student Count [^]	% Met Benchmark	% High Growth	% Expected Growth	% Low Growth	Growth
Ethnicity	Asian	754	84%	15%	71%	13%	+ 0.04
Ethnicity	Black	13	67%	15%	69%	15%	0.00
Ethnicity	Hispanic	50	58%	12%	72%	16%	- 0.14
Ethnicity	Other	31	65%	13%	71%	16%	- 0.09
Ethnicity	White	791	66%	17%	68%	15%	+ 0.06
Gender	Female	788	77%	16%	71%	13%	+ 0.07
Gender	Male	852	70%	17%	68%	15%	+ 0.02
IEP	IEP	185	34%	21%	63%	16%	+ 0.05
IEP	No IEP	1,455	79%	16%	70%	14%	+ 0.04
Income	Low Income	17	59%	6%	71%	24%	- 0.20
Income	Not Low Income	1,623	74%	16%	70%	14%	+ 0.05
LEP	LEP	125	23%	10%	69%	22%	- 0.24
LEP	Not LEP	1,515	77%	17%	70%	14%	+ 0.07
EXPECTED				16%	68%	16%	0.00

* Dot color is green for all growth scores that are not statistically significant

[^] Student count only includes students with at least 2 predictors

**Percentages may not add to 100 due to rounding

***Results not reported for groups with fewer than 5 students

<p>Higher than Expected Growth Growth is +0.30 or above</p>	<p>Expected Growth Growth from -0.29 to +0.29</p>	<p>Lower than Expected Growth Growth from -0.30 to -0.59</p>	<p>Unsatisfactory Growth Growth is -0.60 or below</p>
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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, Assistant Superintendent of Teaching and Learning
CC: Dr. Scott Warren
Date: July 3, 2019
Re: Curriculum and Instruction Department Goals End-of-Year Update

Below you will find a copy of the 2018-2019 Curriculum and Instruction Goals updated with evidence towards completion.

1. Maintain a focus on verbal and written communication skills being integrated throughout the curriculum.		
Sub Goal	Action Steps	Progress Status
Explore opportunities to increase speaking and listening skills across all content area	<ul style="list-style-type: none"> • Accurately assess and evaluate each speaking and listening standard identified on the report card. (Completed) • Engagement strategies (Kagan) coaching sessions will be offered for those who participated in the Summer 2017 & 2018 student engagement strategies training (Completed) • Create video library of Kagan Strategies • Continue to offer Kagan Strategies Training (Summer, 2019) (Completed) 	<ul style="list-style-type: none"> • Assessing speaking and listening standards was discussed at district and building curriculum meeting. • DW teachers received professional development on how to assess the Speaking and Listening Standards on January 7, 2019. This professional development was provided by two DW Spanish teachers. Sprague and Half Day teachers did not need professional development at this time. • Kagan coaching was offered on October 18, 2018. Seven teachers participated. • A second coaching session was offered in the spring, but was cancelled due to low enrollment. • We are still in the process of working with teachers to develop a format for the Kagan video library. • D103 has been accepted onto the Kagan World Tour. This means that we will host a summer institute and for every 10 registrants (does not have to be from D103) one D103 teacher attends for free. Additionally we will receive a \$400 materials voucher.
Explore opportunities to increase writing skills across all content areas	<ul style="list-style-type: none"> • Increase 6-9 vertical collaboration in writing instruction. (Completed) 	<ul style="list-style-type: none"> • A consortium steering committee has been created and two consortium meetings have been held. • Grade 8 - 9 teachers benchmarked a common grade 8 writing assessment. • The steering committee will use this feedback to establish anchor papers. • The same process will be completed with grade 9 writing assessments during the 2019-20 school year. • 8th Grade ELA and SS teachers met May 31st to align discussion rubric and writing instruction.

2. Provide differentiated instruction for all students across all disciplines to extend higher order thinking.		
Sub Goal	Action Steps	Progress Status
Implement new District enrichment model	<ul style="list-style-type: none"> • Provide teachers with level 2 ECRISS training (Completed) • Implement ISBE required Acceleration Procedure (Completed) • Provide coaching training for enrichment specialists (Completed) 	<ul style="list-style-type: none"> • On the October 10, 2018, teacher institute day district subgroup data for reading and math was shared with teachers, by grade level. Teachers also used a data protocol to analyze data for their 2017-2018 students in ECRISS. • At a subsequent staff meeting, staff reviewed reading and math data in ECRISS for their current class. The data was reviewed as a class, by subgroup and for individual students. After the data protocol was complete, they established goals for the 2018-2019 school year. • The ISBE mandated Acceleration Procedures have been implemented. • Coaching PD was provided by Brenda Kaylor in April & May, 2019.
Provide professional development for staff on best practices in ELL instruction	<ul style="list-style-type: none"> • Host ESL Cohorts from local universities that enable teachers to receive the ESL endorsement from ISBE (Completed) • ESL teachers will provide Sheltered Instruction Observation Protocol (SIOP) training to all teachers. SIOP is a model of planning, instructing and assessing EL students. (This goal is being re-evaluated due to other district initiatives) • Create and implement a professional development plan facilitated by the ESL Teachers (This goal is being re-evaluated due to other district initiatives) • Implement Kagan Strategies (Completed) 	<ul style="list-style-type: none"> • The fourth ESL cohort began in January, 2019. • Kagan coaching was offered on October 18, 2018. Seven teachers participated. • D103 has been accepted onto the Kagan World Tour. This means that we will host a summer institute and for every 10 registrants (does not have to be from D103) one D103 teacher attends for free. Additionally we will receive a \$400 materials voucher. • An ELL co-teaching training for new co-teachers occurred on January 11, 2019. • Coaching PD was provided by Brenda Kaylor in April & May, 2019.

	<ul style="list-style-type: none"> • Continue to offer Kagan Strategies Training (Completed) • Continue coaching support for ELL co-teachers (Completed) 	
Increase professional learning opportunities to effectively integrate educational technology	<ul style="list-style-type: none"> • Provide DW teachers with PowerSchool/SBG training (Completed) 	<ul style="list-style-type: none"> • Standards Based Grading & PS Training Dates Admin training – September 28, 2018 & October 11, 2018 DW Staff training – October 16, 2018 Admin training – October 17, 2018 & October 31, 2018 DW Staff training– November 6, 2018 • Unified Classroom Training Dates Admin - July 24, 2018 – 10-11 am Tech Coach/Tech Specialists – August 7, 2018 – 8-11 am Tech Coaches - October 3, 2018 – 8:30 am-11:30 am Introduction for Teachers – Thursday, August 16, 2018 Admin – December 19, 2018 DW Staff – January 7, 2019

3. Increase opportunities for critical and analytical thinking, creativity, and collaboration across the curriculum.		
Sub Goal	Action Steps	Progress Status
Strengthen and expand district STEAM offerings.	<ul style="list-style-type: none"> • Collaborate with Stevenson Consortium Districts to create UBD units aligned to the Illinois Arts Learning Standards (Completed) • Facilitate District STEAM Curriculum Committee (Completed) 	<ul style="list-style-type: none"> • Fine Arts members continue to meet as a D125 consortium to align new standards and curriculum. A common vision has been created, power standards have been determined, and lesson plans are being shared. • District 103 Fine Arts team hosted Explore the Arts Day at DW.

	<ul style="list-style-type: none"> • Facilitate "Bridges" math pilot grades K-5 (Completed) • Implement new math resources: Number Corner (grades K, 3-5) CMP & Carnegie (grades 6-8) (Completed) • Review math subgroup data with each grade level and develop a plan for subgroups with yellow or red growth (Completed) 	<ul style="list-style-type: none"> • The District STEAM Committee met and created a draft vision statement and a 3 year plan for implementation. • Bridges is being piloted in all grades K-5. • Bridges pilot teachers were provided 2 days of training during the summer and 1 release day. • K-2 Bridges teachers observed the program in Oak Grove. • Number Corner is being implemented in grades K, 3, 4, & 5. • Bridges and Number Corner have been adopted K-5 for the 2019-2020 school year. • All K-5 teachers completed Bridges and Number Corner training workshops on June 6 & 7, 2019. • Using the ECRA platform teachers reviewed math subgroup data from 2017-2018 and Fall 2018 data. A data review protocol was used and goals were written. • MAP data review was facilitated by grade level K-5
Enhance education in SEL, Digital Citizenship, Leadership, Executive Functioning	<ul style="list-style-type: none"> • Provide workshop on Executive Functioning (Completed) 	<ul style="list-style-type: none"> • On January 7, 2018, all staff participated in a workshop presented by Rush Neurobehavioral Dr. Bozeday, Michael Smith, Allie Baron, and Cate Gonley. • A district color coding system was developed for student folders.

4. Non-Strategic Plan Goals		
Sub Goal	Action Step	Progress Status
Prepare certified staff to implement SLOs	<ul style="list-style-type: none"> • Provide training to certified teachers who will be required to implement SLOs in 2018-2019 & 2019-2020 (Completed) 	<ul style="list-style-type: none"> • Six SLO trainings were facilitated • SLO Help Desk sessions were offered
Implement Standards Based	<ul style="list-style-type: none"> • Provide training on reporting progress 	<ul style="list-style-type: none"> • Standards Based Grading & PS Training

Grading in 6-8 grade	<p>in PowerSchool (Completed)</p> <ul style="list-style-type: none"> • Provide parent education on SBG (Completed) 	<p>Admin training – September 28, 2018 & October 11, 2018 DW Staff training – October 16, 2018 Admin training – October 17, 2018 & October 31, 2018 DW Staff training– November 6, 2018</p> <ul style="list-style-type: none"> • Unified Classroom Training Admin - July 24, 2018 Tech Coach/Tech Specialists – August 7, 2018 Tech Coaches - October 3, 2018 Introduction for Teachers – Thursday, August 16, 2018 Admin – December 19, 2018 DW Staff – January 7, 2019 • Release time was given to teachers at the end of each trimester to refine and provide consistency SBG grading practices • Lee Ann Jung (SBG consultant) presented to SPED, EL and Enrichment teachers on May 15, 2019 • Open house presentation by M. Blackley for parents in September 2018. • A form was sent to DW parents providing the opportunity for questions about SBG to be submitted. Based on the questions, an FAQ has been created. • Parent presentation, “SBG/Unified Classroom” was facilitated on February 6, 2019 • Student, teacher and parent surveys were distributed in June, 2019
Explore opportunities to increase Culturally Relevant Teaching	<ul style="list-style-type: none"> • Provide professional development opportunities for staff, "Inclusion, Equity and Excellence" (Completed) 	<ul style="list-style-type: none"> • On October 9, 2018, all staff participated in a Dignity: The Foundation of Cultural Responsiveness workshop presented by John Krownapple from Corwin. • The workshop focused on the theme of inclusion,

		established the conditions for authentic engagement, recognized the central role of dignity in our lives, our work, and cultural responsiveness, organized and integrated our thinking to make meaningful connections between today's experience, our personal learning, and to professional practice and policy.
Revise Physical Education and Health Curriculum	<ul style="list-style-type: none"> Unpack and create UBD Units aligned to Illinois and National Standards (Ongoing) 	<ul style="list-style-type: none"> The district has contracted with Deb Vogel to facilitate the Health/PE Curriculum rewrite. The teachers met for 7 half days this fall to unpack the standards and create a scope and sequence.
ELA pilot	<ul style="list-style-type: none"> K-1 teachers pilot Fountas & Pinnell, a comprehensive, research based reading program (beginning January) (Continuing 2019-20) Grade 2 pilot Wonders curriculum (Continuing 2019-20) 	<ul style="list-style-type: none"> Fountas & Pinnell training December 19, 2018. Pilot to begin in January. Wonders pilot began in September and continues throughout the school year. Fountas & Pinnell professional workshop time March 13th and May 8th Three additional teachers will pilot grade 2 Wonders (2020 edition) during the 2019-2020 school year.



Lincolnshire – Prairie View School District 103

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Memo

To: Board of Education
From: Katie Reynolds, Assistant Superintendent of Teaching and Learning
Kendra Perri, Curriculum Coordinator
CC: Dr. Scott Warren
Date: July 3, 2019
Re: Curriculum and Instruction Department Goals 2019-2020

Attached are the Curriculum and Instruction Department goals for the 2019-2020 school year.

The goals and corresponding sub-goals align with Vision 2020. The action steps outline tasks or activities that will be completed to make progress towards accomplishing the goals.

District 103 Curriculum and Instruction Goals 2019-2020

Vision 2020 Goal #2 : Provide differentiated instruction for all students across all disciplines to extend higher order thinking

Sub Goal	Action Steps	Who	Progress Status
Implement new District enrichment model	Provide coaching support for enrichment specialists	C & I Department	
Provide professional development for staff on best practices in ELL instruction	Provide coaching support for ELL co-teachers	C & I Department	

Vision 2020 Goal #3: Increase opportunities for critical and analytical thinking, creativity, and collaboration across the curriculum.

Sub Goal	Action Steps	Who	Progress Status
<i>Strengthen and expand district Science, Technology, Engineering, Arts, Mathematics (STEAM) offerings.</i> <i>Enhance education in Social Emotional Learning (SEL), Digital Citizenship, Leadership, Executive Functioning</i>	Continue to provide time to create and revise rubrics to enhance the quality and effectiveness of feedback provided to students and communication to parents (DW)	C & I Department, Building Administration and Certified Staff	
	Provide professional development on Habits of Mind to help students grow in their 21st Century Learner Characteristics.	C & I Department & Building Administration	
	Provide a parent workshop on Habits of Mind	C & I Department	
	Research Personalized Learning, Project Based Learning, Problem Based Learning and Design Thinking with a parent and teacher committee to determine	C & I Department & STEAM Committee	

	which pedagogical model should be incorporated into new Strategic Plan.		
	Identify a comprehensive coding curriculum to be implemented in the 2020-2021 school year.	Technology Coaches	
	Provide professional development that allows for a successful implementation of the Bridges in Mathematics program	C & I Department	
	Monitor student growth in math using ECRA data for all subgroups	Math committees	
	Inventory Career Awareness Lessons to ensure vast and diverse experiences and individuals are represented.	Curriculum Committees	
	Determine Curriculum for 8th Grade STEAM Course	C & I Department	
	Provide professional development on micro-aggressions and supporting students with diverse needs in the classroom.	C & I Department	



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: July 3, 2019
Re: Administrator Compensation Discussion

Results from a recent survey regarding administrator compensation practices is provided for the Board's review. The survey was sent to districts in Lake County, and specific districts in Cook, DuPage, Ogle and Will counties. 39 Districts responded to the survey.

The aggregate results showed the following:

1. Do you offer performance bonuses to administrators on an annual basis? (Bonus would not add to base salary but would be creditable)

4 Yes
34 No
1 Other

2. Do you offer administrator pay increases at same level as CPI annually?

5 Yes
25 No
9 Other

3. Do you offer administrator pay increases at same level as teacher collective bargaining raises?

16 Yes
16 No
7 Other

4. Do you offer administrator pay increases based upon performance?

20 Yes
16 No
3 Other

5. Please share the range in percentage increase you offer this year for administrators, for example, 2%-3.25%, etc.

Range:
Low: 1%
High: 8%

Fourteen districts provided comments specific to their districts. A review and discussion of the results will occur at the meeting.

Please identify the County in which you work:	Do you offer performance bonuses to administrators on an annual basis? (Bonus would not add to base salary but would be creditable)	Do you offer administrator pay increases at same level as CPI annually?	Do you offer administrator pay increases at same level as teacher collective bargaining raises?	Do you offer administrator pay increases based upon performance?	Please share the range in percentage increase you offer this year for administrators, for example, 2%-3.25%, etc.	If you offer performance bonuses, what dollar amount of bonus do you offer?	Please share any additional commentary about your administrator compensation — I'll share results with you.
Lake	No	No	No	I have the option to do so. I usually give the same rate to all.	3%		We give below the teacher average salary increase each year, as much as 1% less. We collaborate with our feeder districts and high school to ensure we are close to each other in raises.
Lake	No	usually higher	No	If someone has identified areas of concern, that would get the minimum raise	2%-3%		12 month administrators get a BOE paid annuity that is differentiated by position (\$5000-\$12000 per year); we have a service recognition payout 12 weeks after separation that is \$1250 per year of service (eligible after 10 years)
Lake	No	No	Yes	No	3%		
Lake	No	No	Yes	No	3.00%		
Lake	No	No	Yes	No	4% - 4.5%		Will be adding credit reimbursement
Lake	No	Yes	No	No	1.90%		
Lake	No	No	Yes	No	4.90%		We try to keep pace with the market for our administrators. They have taken some freezes in years past, and we are trying to get them back to market average.
Lake	No	No	Yes	No	3.00%		
Lake	No	No	Yes	No			
Lake	No	No	Yes	No	3%		
Lake	No	No	Yes	No	2.5-3.5%		
Lake	No	Based on CPI and percentages received by teachers	Yes	No	2.0 to 2.75		The administrator compensation system is up for review. Looking at a new model of the future
Lake	No	No	No	Yes	3.5-6%	Our admins got raises of 3.5-6%, so most were over \$3000.	
Lake	No	No	No	Yes	3%-5%		Thanks so much for doing this! We are very interested in having some local/county/regional benchmarking of admin salaries by position type and this will be HUGELY helpful!
Lake	No	No	Union percentage is a guide but not all admins receive same percentage	Yes	3.5-4.75%		
Lake	No	Rounds up from CPI (i.e., 2.1 to 3%)	Not necessarily but typically	Yes	2.1 to 3		
Lake	No	No	Yes	Yes	We are bargaining so amount provided to administrators is TBD.		
Lake	No	No	Yes	Yes	3 - 8% (trying to catch low salary levels up to average in the area)		

Please identify the County in which you work:	Do you offer performance bonuses to administrators on an annual basis? (Bonus would not add to base salary but would be creditable)	Do you offer administrator pay increases at same level as CPI annually?	Do you offer administrator pay increases at same level as teacher collective bargaining raises?	Do you offer administrator pay increases based upon performance?	Please share the range in percentage increase you offer this year for administrators, for example, 2%-3.25%, etc.	If you offer performance bonuses, what dollar amount of bonus do you offer?	Please share any additional commentary about your administrator compensation — I'll share results with you.
Lake	No	Yes	No	Yes	our range is 1/2 CPI to 2x CPI depending upon performance and comparables		
Lake	No	See Below	Yes	Yes	4% FY18		
Lake	No	Yes	No	Yes	1% - 3%		I am currently working with my board to approve a annuity contribution based on professional growth and longevity. This is to improve our veteran admin and also retain them.
Lake	No	No	No	Yes	Have not decided yet - usually 2-3%		We look at comparable salary ranges to as part of the process
Lake	No	No	No	Yes	3 - 5%		
Lake	No	Yes	No	Yes	1-5% (average is CPI)		
Lake	No	In past years we have held admin at CPI	Yes	Yes	3.0% - 4.0%		
Lake	Sometimes	Usually a little more	Depends on year, CPI, budget	Yes	2-6%	earlier "depends" answer	X
Lake	We offer a \$1,250 Performance Bonus to administrators (in June) that DOES go into their base the next year (in July).	No	Certainly tied to teacher raises, but not always the same.	Yes	2.68% to 5.97% for FY19	1000-2000	The Board approves a pool of money for administrative raises and I factor in performance and competing Lake Co. salaries for that position to distribute raises from the pool.
Lake	Yes	No	No	Yes	2-3.25	3000	Limit bonus to top third of admins
Lake	Yes	No	We try to stay within the overall increase for teachers	Yes	2%-4%	Between \$1,000 and \$4,000	
Cook	No	No	No	No	3-3.5%		
Cook	No	Yes	No	No	1.40%		
Cook	No	Increases change yearly, but have not been below CPI	No	No	Typically 3%	None	
Cook	No	No	Yes	No			
Cook	No	No	Yes	No	Most of our administrators are on multi-year contracts with 4% increases which match the CBA for teachers. We have one admin on a retirement contract with a higher % increase.		As we prepare for renewal of specific contracts, we are looking at the 3% - 3.25% range for increases.
Cook	No	No	Yes	No	2.50%		

Please identify the County in which you work:	Do you offer performance bonuses to administrators on an annual basis? (Bonus would not add to base salary but would be creditable)	Do you offer administrator pay increases at same level as CPI annually?	Do you offer administrator pay increases at same level as teacher collective bargaining raises?	Do you offer administrator pay increases based upon performance?	Please share the range in percentage increase you offer this year for administrators, for example, 2%-3.25%, etc.	If you offer performance bonuses, what dollar amount of bonus do you offer?	Please share any additional commentary about your administrator compensation — I'll share results with you.
Cook	No	No	No	Yes	For 2018-2019, returning admin receive 2.5% increases (except superintendent) For 2019-2020, I will be recommending a 3% increase for most (Director of B&G will only be recommend for 1.25% based on mediocre eval)		
DuPage	Yes	No	We give admin the potential of achieving the same level of compensation through goal achievement	Yes	3% base with up to 2% in merit based increases	1% for each goal, two goals measured	Created a cultural divide between the admin and the Board and staff - don't know if I can maintain it.
Ogle	No	We offer at a rate I negotiate with my BOE on their behalf (total number) – and then I distribute on a merit system to principals	We offer at a rate I negotiate with my BOE on their behalf (total number) – and then I distribute on a merit system to principals	Yes	Not yet decided for FY20 - most likely between 2.5-4%	NA	We decide a percentage pool to give all Leadership Team members. If that pool is indicative of (for example) 4 percent raise. Everyone gets a 2 percent raise. The other portion of the money remaining is based on a mathematics formula of growth based on evaluation.
Will	No	Above CPI - 3-5% over the past four years	No	Based on local comps	3%	just the TRS payment	Looking at CPI in the future with a 2% floor and a 4% ceiling



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: July 3, 2019
Re: New Website Presentation

Communications Coordinator, Margaret Van Duch, will provide a preview of the new website.

Role	Board Member(s)	Next Meeting
Board Policy Review	Michael	
IPC	Anne and Kate	Oct. 11, 2018
ELC	Primary – Kate, Secondary – Marissa	Oct. 4, 2018
Village Planning/Zoning	Malathy and Chris	
Learning Fund Foundation	Michael and Chris	Oct. 1, 2018
PTO	Marissa and Anne	Sept. 20, 2018
Music Boosters	Anne	Oct. 15, 2018
Legislative Liaisons	Marissa	November, 2018
Parent Teacher Advisory Committee	Michael	May, 2019
SACEE	Malathy and Liang	Sept. 24, 2018
Standards Based Grading	Liang and Chris	Oct. 24, 2017 at 7pm
DW Facility Improvement Committee	Anne and Kate	Sept. 27, 2018

District 103 School Board Committee Representation Assignments

Board Policy Review Committee: (Michael)

- Meetings: None
- Role of Board Member:
 - Superintendent reviews ISBE proposed policy changes 2-3 times per year (and works with attorney as necessary) to determine which changes should be recommended
 - Marked up copy of policy changes is sent to Board Policy Committee representatives for review prior to presenting to board for First Reading
 - Answer questions or concerns during board meetings when First and Second Reading of Policy changes are part of board agendas
- Coordinator: Superintendent

IPC: (Anne and Kate)

- Meetings: 2-3 a year, typically from 4-5pm
- Purpose: Committee formed in the Contract with the Teachers Association to provide a forum for discussion between the board, Teacher's Association (usually the president and 2 teacher representatives from each building) and administration
- Role of Board Member:
 - Association prepared agenda in advance for review
 - Board representatives represent the board in the meeting and report back to the board on what was discussed or on any follow-up items
- Coordinator: Association President

ELC (Exceptional Learners Collaborative): (Kate – Primary, Marissa - Secondary)

- Meetings: Once a month, typically Thursdays at 1pm
- Purpose: ELC is a collaborative with members from D103, D96 and D125 to provide special services to students.
- Role of Board Member:
 - ELC is a collaborative with members from D103, D96 and D125 to provide special services to students. D103 board member will attend meetings and represent district's interests along with Asst. Superintendent of Special Services
 - Voting Representative of Board
- Coordinator:

District 103 School Board Committee Representation Assignments

Village Planning/Zoning Commissions: (Chris and Malathy)

- Meetings: Attend Village meetings as needed based on agenda
 - Buffalo Grove: Monday evenings
 - Lake Forest: Monday evenings
 - Lincolnshire: Monday evenings
 - Riverwoods: Tuesday evenings
 - Vernon Hills: Tuesday evenings
- Purpose: Maintain visibility to future developments or changes in the feeder communities that may impact District 103
- Role of Board Member:
 - Review agenda and meeting materials and identify potential topics needing followup
 - Communicate potential impacts to Board/Superintendent to determine any necessary action
 - Attend Village Board meetings as appropriate
- Coordinator: Multiple

Learning Fund Foundation (Michael and Chris)

- Meetings: Once a Month on Monday Evenings
- Role of Board Member:
 - Attend meeting and share information with the LFF as appropriate
 - Serve as a Liaison for the Board
- Coordinator: Learning Fund President

Parent-Teacher Organization and Links to Learning (Marissa and Anne)

- Meetings: Once a Month, typically on Tuesdays rotating between midday and evening
- Role of Board Member:
 - Submit report to PTO Secretary prior to board meeting with an update on the current events happening at prior and future board meetings.
 - Attend meeting and share report with PTO group
 - Provide update to Board at next board meeting or in writing of key items discussed or communicated at the PTO meeting.
 - Links to Learning – One PTO board rep will attend Links to Learning meeting in December to help in selection of grant assignments. Materials are provided in advance for review.
- Coordinator: PTO President

District 103 School Board Committee Representation Assignments

Music Boosters (Anne)

- Meetings: Once a Month, typically evenings
- Role of Board Member:
 - Attend meeting and share information with the LFF as appropriate
 - Serve as a Liaison for the Board
- Coordinator: Music Booster President

Legislative Liaisons (Marissa)

- Meetings: IASB Delegate Assembly Meeting in November
- Role of Board Member:
 - Work with board to review IASB New Resolutions and Positions to determine the board's support or opposition to each item.
 - Act as our IASB Delegate at the annual meeting to vote on behalf of the board
- Coordinator: Superintendent

Parent/Teacher Advisory Committee (Michael)

- Meetings: Once a year in May/June
- Role of Board Member:
 - Provide input into the school operations including discipline
- Coordinator: Assistant Superintendent of Curriculum

SACEE (Malathy and Liang)

- Meetings: Once a month, Typically Monday evenings
- Role of Board Member:
 - Attend meetings to listen to community input and provide feedback regarding diversity topics
- Coordinator: Superintendent

Standards Based Grading Committee (Liang and Chris)

- Meetings: 2-3 times per year in evenings
- Role of Board Member:
 - Attend meetings to be a part of the discussion on implementing Standards based grading at Daniel Wright
 - Provide report to board on implementation of Standards based grading

District 103 School Board Committee Representation Assignments

- Coordinator: Assistant Superintendent of Curriculum

Daniel Wright Facility Improvement Committee (Anne and Kate)

- Meetings: Scheduled as needed
- Role of Board Member:
 - Attend planning meetings with administration and architects to provide input on facility planning for Daniel Wright Jr. High
 - Provide updates to Board members at Board meetings
- Coordinator: Superintendent



Lincolnshire-Prairie View School District 103

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MEMO

To: Board of Education
From: Patrick Palbicke
CC: Dr. Scott Warren
Date: July 9, 2019
Re: Business Office Update

As there is much to do at this time of year to close out the year and the meeting being early in the month, we are unable to get financials done in time. The update for this month is extra light. We will provide more info next month as we head into our Audit.

Donations – The donation letter goes along with our reconciliation of bank accounts so that we can account for deposits in their proper category. We will have June completed next month. We can tell you that you will see quite a few checks from the PTO as we reconciled with them many accounts that they reimbursed us for and us to them (which you will see in payables).

Taxes – For the year, we did collect slightly lower taxes than what was built into the 2019 Budget. Confirmation did not happen until June 28th. This was partly due to the uncertainty of how much would be collected last June when preparing the 2019 budget. It looks as though Revenue will be a higher than the last update I provided and expenses will also be a bit higher. For expenses, it is partly due to the higher paid design costs for the DW facility project and our payout of June expenses (to match the revenue). Overall, the revenue increase will outweigh the expense increase which will help the Fund Balance. Budgeted increase was expected to be \$250K net of transfers, and we are now trending towards \$500K.

June 2019 Financial Reports

The June financial reports are not ready as of this writing (July 3rd). It typically takes the business office until the 10th of the month to close a typical month. The end of the fiscal year takes about another week to ensure all the proper entries and double-checks are accounted for. These reports will be ready at the August meeting and will also include the July reports.



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Memo

To: Board of Education
From: Scott Gaunky, CPMM
CC: Dr. Scott Warren
Date: July 2, 2019
Re: Facilities

DISTRICT 103

- The District is waiting on a response from the offer made on the 680 Barclay building. The building owner requested a formal appraisal be made of the building and will be providing the District with a response on or about the week of July 8th.
- A draft has been completed for the Daniel Wright storm water detention expansion project. Once approved by the District, it will be submitted for approval by the Lake County Storm Water management.

DANIEL WRIGHT

- The Boys PE locker room will be completed the week of July 8th. The space is freshly painted and will be a welcome change for the PE department.
- Asbestos abatement on the domestic water line will start the week of July 8th, with preliminary air samples being taken July 3rd.
- The District removed the temporary wall between rooms 133 & 134, this was completed by in-house staff. The new flexible wall is in stock and awaiting scheduling of installation.

HALF DAY

- One of the original bricks from the storm catch basins collapsed and needed to be replaced. This was completed the week of June 28th.
- A tree fell onto the playground area from the State of Illinois route 22 right-of-way. Attempts to have the State DOT remove this failed and the District hired a contractor to remove it. While on site, there was a large hollow maple tree in the front of the building that need to be removed as well.

LAURA SPRAGUE

- The plumbing for the girls 2nd grade bathroom was demolished and moved to the ADA location. The masonry work will be completed the week of July 1st and the ceramic tile scheduled for the week of July 8th. The new partitions are onsite and will be scheduled as soon as the plumber finishes installing the fixtures.



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Memo

To: Board of Education
From: Katie Reynolds, Assistant Superintendent of Curriculum and Instruction
Gina Finaldi, Director of Student Services
Robert Bialk, Director of Assessment and Technology
CC: Dr. Scott Warren
Date: July 9, 2019
Re: Executive Summary

Curriculum & Instruction

- FY19 quarterly expenditure reports have been submitted to ISBE for Title I, II, and III. The expenditure reports inform ISBE of how much money was spent from the grant budget and in turn how much money they need to voucher back to the district.
- The 2018-19 preliminary PARCC scores have been posted. Currently, district administrators are reviewing demographic data in SIS to ensure accuracy in subgroup reporting.
- Public Act 98-0859, created a new Physical Education reporting requirement (Part 1, Section 1.425). Students in grades 3-12 are required to be tested on State Goal 20, where students achieve and maintain a health-enhancing level of physical fitness. Annually, during a student's normal PE class the pacer, curl up, push up and sit and reach tests are now given each spring and aggregate scores for students in 5th and 7th grade are reported to ISBE. The reports for the 2018-2019 school year have been filed with ISBE.

Student Services

- **Summer Curriculum Workshops** - The summer has been busy so far with curriculum and committee work, including Intensive Instructional Program (IIP) planning and collaboration, Early Childhood Curriculum Pacing and Vision Planning, and Guided Program Restructuring, to name a few.
- **Preschool Screening** - The District will be offering a preschool screening on August 15th from 9:00 am to 12:00 pm at Sprague School. This screening helps to fulfill our

annual legal Child Find obligation, which is to screen children for whom there are concerns in one or more areas of development and determine whether there is a suspected disability. The screening also serves as a final step in our community peer assessment process to ensure there are no developmental concerns prior to enrolling the child in the EC blended program.

- **Staffing Update** - We are still looking for a full-time school nurse for Half Day, and are in the process of replacing Ellie Marquis, school social worker at Daniel Wright who has left her position.
- **8th Grade Student Records** - We are in the process of making copies and sending the student services files for all 50 graduating 8th graders to Stevenson High School.
- **STAR Autism Training** - We will be sending several staff members to attend a workshop on the STAR Program (Strategies for Teaching based on Autism Research), hosted by Fox Lake District 114 on July 12th. This is a research-based curriculum that is aligned to the Common Core State Standards and meets the individual needs of students at various developmental levels.
- **State Reporting and Grants** -
 - Orphanage Grant Submission (Depke Center) - Due July 15th
 - Final IDEA Grant Submission/Expenditure Report to close out FY 2019 - Submitted on June 24th
 - Personnel Reimbursements (Second year for Evidence Based Funding) - Submitted on June 28th
 - Fund B (Private Placements) - Due August 15th
 - Student Year End Report
 - Closed out the year with I-star (State IEP system) on June 28th

Technology & Assessment

- **PowerSchool** - We completed our End of Year (EOY) process on Tuesday, June 18th. This process included “closing” the 2018-2019 school year and officially “opening” the 2019-2020 school year. The next step is to “deliver” the updated family information we received during registration and begin the scheduling process.
- **Registration** - Our registration window for returning students ended on Friday, June 7th. We are currently at 84% completion. We will continue to encourage parents to complete the registration form prior to our August Back-to-School Fair.
- **Back-to-School Fair** - We will host a *Back-to-School Fair* on August 5th, 6th and 7th at Daniel Wright Jr High. At the fair, parents will verify registration, payments and residency for the upcoming 2019-2020 school year.
- **Technology Orders** - 835 new iPads (6th Gen) and cases were ordered. These devices will support grade 1, grade 5 and any “tech fee” participants in grades 6-8. The iPads arrived on Friday, June 28th and the cases are expected to be delivered sometime during the week of July 15th. Our goal is to have all the iPads setup and ready for use by the 1st week of school. We will also order roughly 25 new Interactive Flat Panels (IFPs) that will be delivered across our three schools.



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Scott Warren
Date: July 3, 2019
Re: Superintendent Informational Report

FOIA requests

The District did not receive any FOIA requests this month.

Leave of Absence Requests

The District did not receive any leave of absence requests this month.

Administrative Focus Areas

At the administrative retreat on June 17, three focus areas were discussed for the 2019-2020 school year. Those include:

1. Creating a Portrait of a Graduate that will serve as the “north star” for what we as a community envision for our students
2. Engaging in a strategic planning process to chart the course for the district for the next 5 years
3. Enhancing our crisis response planning

All three focus areas will involve staff, student and community input to ensure the process is inclusive of all our constituents.

Annual Report

A new format for the annual report is ready for distribution. The new format uses more graphics and charts to make it more user friendly for a wide audience. A big thank you goes to our Communications Coordinator, Margaret Van Duch, for the new design!



Annual Report 2019

Lincolnshire-Prairie View School District 103

Superintendent Scott Warren, Ed.D.

1370 N. Riverwoods Road

Lincolnshire, IL 60069

847-295-4030

www.d103.org

District 103 At a Glance

Lincolnshire-Prairie View School District 103 is a nationally recognized, award-winning elementary school district located in Lake County, IL. The school district serves approximately 1,863 students in grades early childhood through eighth from the communities of Lincolnshire, Prairie View and portions of Buffalo Grove, Vernon Hills, Mettawa, Riverwoods, and Lake Forest. Students attend Laura B. Sprague School, Half Day School and Daniel Wright Junior High Schools.

Laura B. Sprague School



Principal Ann Hofmeier

Assistant Principal Jennifer Arroyo

Early Childhood to Grade 2

2425 Riverwoods Road

847-945-6665

Half Day School



Principal Jill Mau

Assistant Principal Laura Delagrange

Grades 3 to 5

239 Olde Half Day Road

847-634-6463

Partnerships

D103 Music Boosters

The Learning Fund Foundation

Parent Teacher Organization

Daniel Wright Junior High School



Principal Michelle Blackley

Assistant Principal Thomas Herion

Assistant Principal Melody Littlefair

Grades 6 to 8

1370 N. Riverwoods Road

847-295-1560

Engage With Us

Facebook: www.facebook.com/SchoolDistrict103

YouTube: www.youtube.com/SchoolDistrict103

Twitter: www.twitter.com/District103

Instagram: Engage103

www.d103.org

Ask103@d103.org

VISION 2020



Curriculum/Instruction

District 103 is committed to challenging and supporting all students by providing rigorous and relevant learning opportunities to develop college and career readiness.



Facilities

D103 is committed to providing a healthy and safe, secure school environment that is well maintained, optimizes student learning, and is flexible, sustainable, and supportive of 21st Century teaching and learning.



Culture & Climate

District 103 is committed to providing a positive culture and climate that supports the academic, social, emotional and health needs of all students. The district respects and values academic and non-academic growth.



Financial Sustainability

District 103 is committed to ensuring efficient operations that are transparent, align financial resources with educational priorities and do not create an undue burden on its taxpayers.



Transportation

District 103 is committed to providing safe, reliable and efficient transportation that aligns with student schedules, programming and developmental needs.

Focus Areas

Curriculum and Instruction

1. Maintain a focus on verbal and written communication skills being integrated throughout the curriculum.
2. Provide differentiated instruction for all students across all disciplines to extend higher order thinking.
3. Increase opportunities for critical and analytical thinking, creativity, and collaboration across the curriculum.

Culture and Climate

1. Determine the feasibility of adjusting the starting and ending times for each school that consider the health and well-being of students.
2. Improve stakeholder satisfaction.
3. Create guidelines for class size that consider developmental needs of students.

Facilities

1. Evaluate and identify options for additional space.
2. Optimize current District spaces to promote creativity, collaboration and analytical thinking.

Fiscal Responsibility

1. Create a long-range plan to fund capital projects identified in Facilities goals.
2. Maintain the Board policy on fund balances with excess funds diverted to capital projects.

Transportation

1. Increase the efficiency of bus routes.
2. Conduct an analysis of a district transportation system versus a contractual transportation system.
3. Investigate transportation services that include a fee-based component.

Awards & Achievements



Science Olympiad

The Daniel Wright team placed fifth at nationals in 2019. The team has qualified for nationals for nine consecutive years. Science Olympiad has earned first place at state for nine consecutive years.



History/Academic

The Daniel Wright History and Academic Bowl teams placed first and second respectively at nationals.



Community Outreach

Staff, parents, and students raise thousands of dollars and volunteer hundreds of hours with community organizations annually.



Science Bowl

The Daniel Wright Science Bowl team placed third at nationals; the team's highest ranking ever. The team placed first at state in 2019.

Lincolnshire–Prairie View District 103 schools have received the following awards and recognitions.

National Board Certification

Thirteen staff members have achieved National Board Certification from the National Board for Professional Teaching Standards. It is the most respected professional certification available in K-12 education.

Golden Apple Award Winners

Two D103 teachers have been recognized for excellence in teaching. The Golden Apple award recognizes exemplary school leaders in Illinois.

Financial Recognition Award

District 103 has earned the Financial Recognition Award from the State of Illinois since 2004. This award indicates that D103 is in the highest category of financial strength.

Excellence in Education

Each of the three schools has received national recognition for excellence in education through the U.S. Department of Education's Blue Ribbon Schools Program.

Top Ranked School

Chicago Magazine ranked Daniel Wright Junior High School as the second best middle school in Lake County.

Symetra Heroes in the Classroom

Three teachers across our district have been recognized with this award for outstanding leadership and instructional skills.

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1370 N. Riverwoods Road
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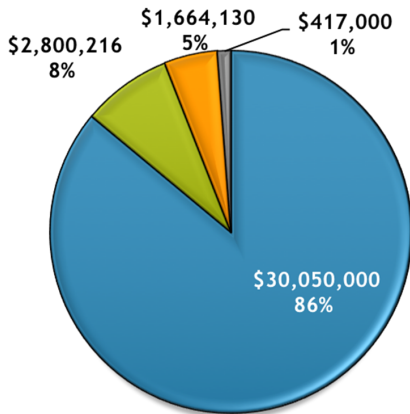
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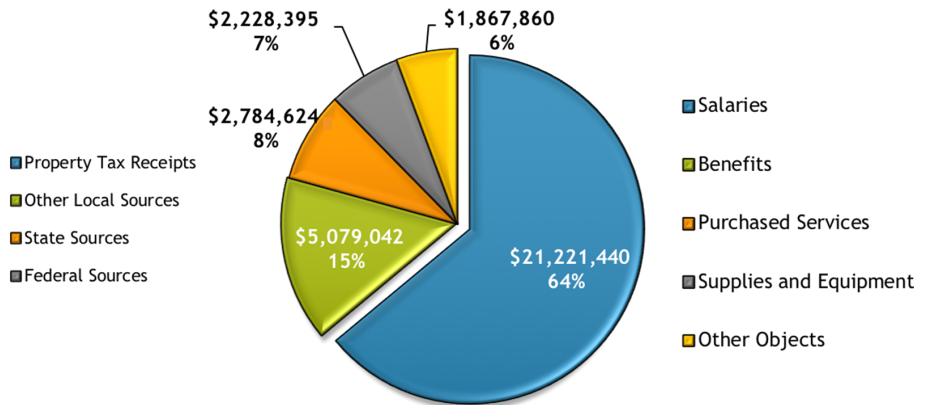
Ask@D103.org
www.d103.org

2019-2020

Revenue

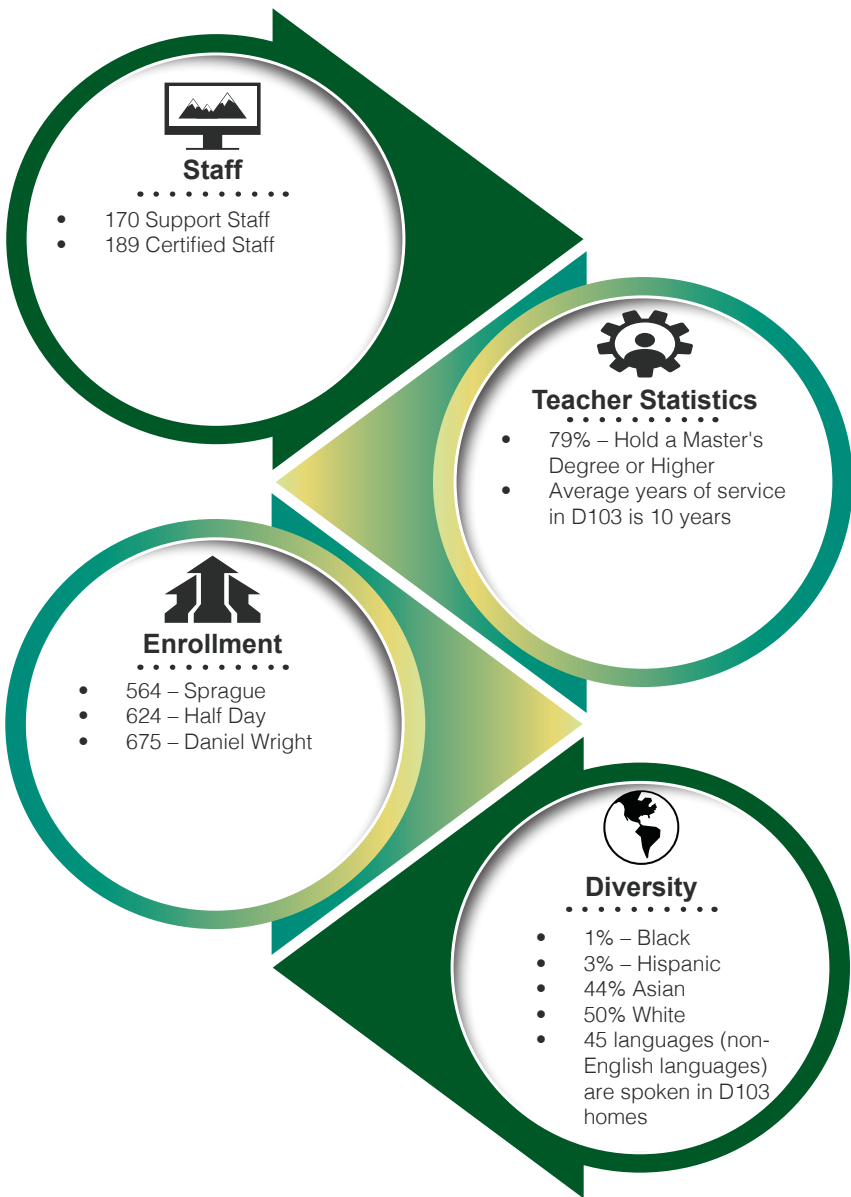


Expenses



By the Numbers

Lincolnshire–Prairie View School District 103 operates a \$33.18 million budget which pays for expenses and operation of three schools totaling 246,000 square feet of space on 39 acres. There is \$34.93 million in revenue backing the budget. The district has not sought taxpayer referendums despite paying for additions and renovations to its schools. The district proudly operates within its financial means while ensuring it provides students with an exemplary education.



Enrollment Projected Enrollment

2015: 1,704	2020: 1,905
2016: 1,711	2021: 1,967
2017: 1,790	2022: 1,989
2018: 1,836	2023: 2,033
2019: 1,863	2024: 2,206

Insurance

District 103 coops with 35 districts to ensure it secures the most competitive insurance. Typically the district is below industry standards by 2–3 percent.

Technology

- 100% of K–8 students have access to iPads daily.
- 100% of all classrooms have access to the world wide Internet highway.
- Classrooms are moving toward interactive flat panels with touch screens for learning.

Busing

District 103 buses all its students to and from school on a daily bases. The district operates and maintains a fleet of 30 buses that travel the district's nearly 12 mile radius.

Curriculum & Instruction

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Math

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Students will use a new math program in the fall, Bridges in Mathematics. This program is highly researched to meet the exceptional needs of our students. Teachers will implement the math program in fall 2019.



Spanish

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Children in grades K–8 learn Spanish, placing many students in second year Spanish at the high school level.



Early Childhood

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D103 offers a state of the art early childhood program with library, gym, music time and therapy dogs and yoga. Children are taught by certified teachers and specialists in the fields of speech/language.



Science

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Over the past school year, 60 teachers, parents and administrators met to frame the goals for STEAM (Science, Technology, Engineering, Art, and Mathematics) instruction in District 103 for the 2019–2020 year.

PARCC

- The Partnership for Assessment of Readiness for College and Careers (PARCC) assessments scores of District 103 students in grades 3–8 were amazing. District 103 students scored nearly three times higher than the state average.
- 82% of students met or exceeded standards in English Language Arts and 79% in Mathematics.
- The assessment results are reflective of the great work of our teachers.

Standards Based Grading

- Standards Based Grading practices were fully implemented across the entire district this year.
- All assessments are aligned to the standards in their content area.
- This work has resulted in progress reports that separate Learner Behavior Characteristics, Social Emotional Standards and Content Area Standards, providing parents with a much more detailed portrait of their child as a learner.

Professional Development

Thirty-five teachers, interventionists, and administrators attended two days of professional development to enhance their knowledge around coaching and mentoring. Continued professional development around this topic will continue during the 2019-20 school year with additional days of training.

Laura B. Sprague School
847-945-6665

Half Day School
847-634-1293

Daniel Wright Junior High School
847-295-1560



Board of Education

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Anne van Gerven
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Term Expires 2021

Vice President

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Term Expires 2021

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