

PUTNAM COUNTY CUSD #535  
BOARD OF EDUCATION MEETING AGENDA  
PUTNAM COUNTY PRIMARY SCHOOL - MEDIA CENTER  
September 20, 2010  
6:30 PM

“WHERE ALL STUDENTS WILL LEARN AND SUCCEED AND ALL MEANS **ALL**”

**DISTRICT GOALS:**

Demonstrate increased academic achievement for all students.

Improve communications among all stakeholders in the Putnam County School District and communities.

Maintain strong fiscal responsibility in the Putnam County School District.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. ADJUSTMENTS TO THE AGENDA
- V. AUDIENCE PARTICIPATION/HEARING OF DELEGATIONS
  - A. Karen Rennels
  - B. Ficek Electric
- VI. CORRESPONDENCE 3
- VII. CONSENT AGENDA
  - A. Approve August 16, 2010 Board of Education Regular and Executive Session Meeting Minutes 4
  - B. Approve District Bills 9
  - C. Approve Financial Reports 21
  - D. Approve Treasurer's Report 85
  - E. Destroy Executive Session Verbatim Recording of March 16, 2009
  - F. Approve Application for Recognition of Schools - ISBE
- VIII. REPORTS, UPDATES AND INFORMATIONAL ITEMS
  - A. Principals' Reports 87
  - B. Superintendent's Report
    - 1. Enrollment and Staffing Numbers
    - 2. Transportation Update 94
    - 3. Administrative Procedures
    - 4. AIMSWEB Update

C. Committee Reports	
1. Policy Committee	102
2. Negotiations Committee	
3. Finance Committee	
4. Building/Grounds Committee	
IX. OLD BUSINESS	
A. Approve FY10/11 Budget - Action	141
B. Speech/Language Update - Action	142
C. Second Reading PRESS Plus July 2010 - Action	144
D. Healy Bender - Action	145
X. NEW BUSINESS	
A. First Reading PRESS Plus August 2010 Policy Changes	147
XI. EXECUTIVE SESSION TO DISCUSS THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE AND/OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE DISTRICT	148
XII. ACTION ITEMS FOLLOWING EXECUTIVE SESSION	
A. Personnel	
XIII. ADJOURNMENT	
UPCOMING IN OCTOBER:	
1. Superintendent presents tentative tax levy.	
2. Superintendent presents State Report Card.	

September 6, 2010

*Dear School Board Members and Mr. McCracken:*

*Thank you to all who hired Mrs. Colby back for our children that have been falling behind in Math. Mrs. Colby just seems to have that God-given ability to be able to translate Math to kids. Talking to other parents, sometimes Math moves along so very quickly, it is hard for many of them. But having Mrs. Colby with a little more one on one time will certainly make a difference in the Putnam County School system. Our daughter, Sophie, has struggled with Junior High Math and could benefit from Mrs. Colby's instruction.*

*Thanks again for hiring a very exceptional teacher.*

*Sincerely,*

A handwritten signature in cursive script that reads "Daryl & Vickie Petersen". The signature is written in dark ink and is positioned below the word "Sincerely,".

*Daryl & Vickie Petersen*

Putnam County Community Unit School District #535  
400 E Silverspoon Ave  
Granville, Illinois 61326

Board of Education  
Regular Meeting  
6:30 p.m., August 16, 2010  
Media Center Putnam County Primary School

Board President Danielle Stoddard called the meeting to order at 6:30 p.m.

The meeting continued with the Pledge of Allegiance.

PLEDGE

The following members were present to answer roll call: Mrs. Entwistle, Mrs. Hopkins, Mr. Kettman, Mrs. Nauman, Mrs. Popurella, Mrs. Smoode and Mrs. Stoddard.

ROLL CALL

No delegations.

DELEGATIONS

Mrs. Smoode moved and Mrs. Hopkins seconded the motion to approve the Consent Agenda - Regular session and Executive session minutes of July 19, 2010, Financial Reports for the month of July, Treasurer's Report for month of July, bills for month of August minus half of the J.L. Adler bill \$265,648.50, and destroy Executive Session Verbatim Recording of February 16, 2009. On roll call the members voted as follows: Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; Mrs. Hopkins, aye; Mr. Kettman, aye; Mrs. Nauman, aye; and Mrs. Popurella, aye. Motion carried.

CONSENT AGENDA

Mr. Peterson reported that the PSAE results have been released. They are attached in BoardBook. Mrs. LeRette said the bussing concerns at the start of school were being addressed.

PRINCIPALS'  
REPORTS

Superintendent McCracken presented service awards at the opening day meeting. There were seven 10-year awards, three 15-year, two 20-year, and two 25-year awards for a total of 205 years of service to the district.

SUPERINTENDENT  
REPORT

The administrative team had a two day internal retreat. A Website committee and administrative procedures were discussed.

Policy Committee – First Reading of PRESS Plus July 2010 Policy Changes. It was recommended to leave waivers as they are currently.

BOARD  
COMMITTEE  
REPORTS

Building/Grounds Committee – The roof at the high school is complete. There is some leakage around drains that is being addressed. The Committee will be recommending the District look for a new architect firm.

Mrs. Nauman moved and Mrs. Hopkins seconded the motion to accept the BlueCross/Blue Shield Health Insurance plan with \$1000 deductible. On roll call the members voted as follows: Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; Mrs. Hopkins, aye; and Mr. Kettman, aye. Motion carried.

HEALTH  
INSURANCE

Superintendent McCracken presented the tentative budget for FY10/11. Revenue sources are property taxes, Corporate Personal Property Replacement Tax, General State Aide, State and Federal Grants (transportation, Block Grant, Special Education, ECE, Title) and other sources (tuition, interest, fees).

FY10/11  
TENTATIVE  
BUDGET

PUTNAM COUNTY BOARD OF EDUCATION

August 16, 2010

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Mrs. Smoode moved and Mrs. Popurella seconded the motion to approve the FY10/11 Tentative Budget. On roll call the members voted as follows: Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; Mrs. Hopkins, aye; Mr. Kettman, aye; Mrs. Nauman, aye; and Mrs. Popurella, aye. Motion carried.

FY 10/11  
TENTATIVE  
BUDGET

Mrs. Hopkins moved and Mrs. Smoode seconded the motion to approve speech/language services from LEASE up to 20%. On roll call the members voted as follows: Mrs. Hopkins, aye; Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; and Mrs. Entwistle, aye. Motion carried.

SPEECH/  
LANGUAGE  
SERVICES

At 7:17 p.m. Mr. Kettman moved and Mrs. Smoode seconded the motion to move to executive session for the purpose of appointment, employment, compensation, performance, and/or dismissal of specific employees of the school district. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

EXECUTIVE  
SESSION

At 8:25 p.m. Mrs. Popurella moved and Mrs. Smoode seconded the motion to return to open session. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; Mrs. Hopkins, aye; Mr. Kettman, aye; and Mrs. Nauman, aye. Motion carried.

Mr. Kettman moved and Mrs. Entwistle seconded the motion to accept with regret the resignations of Josie Hall as JH Cheerleading and JH Volleyball coach, Stacey Hamby as JH Cheerleading coach, and Natalie Hulstrom as Theatre Director and Fall play Director. All ayes, motion carried.

PERSONNEL

Mr. Kettman moved and Mrs. Entwistle seconded the motion to grant Jeff Harris, HS Industrial Technology Teacher, a FMLA leave for six weeks starting August 18, 2010. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

Mr. Kettman moved and Mrs. Entwistle seconded the motion to hire the JH Coaches and Sponsors as attached. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

Mr. Kettman moved and Mrs. Nauman seconded the motion to hire Julie Colby as JH/HS Math Tutor. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

Mr. Kettman moved and Mrs. Popurella seconded the motion to increase Treasurer Alex Rolando's stipend by 2.68%. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

PUTNAM COUNTY BOARD OF EDUCATION

August 16, 2010

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PERSONNEL

Mr. Kettman moved and Mrs. Hopkins seconded the motion to hire Amy Ondrey as Spec Ed IEP Aide at the Primary School. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

Mr. Kettman moved and Mrs. Hopkins seconded the motion to hire Ashley Schmitt as Spec Ed IEP Aide at the Primary School. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

Mr. Kettman moved and Mrs. Hopkins seconded the motion to approve Mr. McCracken's contract. On roll call the members voted as follows: Mr. Kettman, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Smoode, aye; Mrs. Stoddard, aye; Mrs. Entwistle, aye; and Mrs. Hopkins, aye. Motion carried.

Personnel Committee will meet Thursday, Sept. 16 at 7:00 p.m. at Primary Building.

At 8:30 p.m. Mr. Kettman moved and Mrs. Entwistle seconded the motion to adjourn. All ayes, motion carried.

Respectfully submitted.  
Pamela Ellena, Board Secretary

APPROVED _____	_____
BOARD PRESIDENT	DATE
_____	_____
BOARD SECRETARY	DATE





## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
ALL FLAGS LLC	PRIMARY BLDG SUPPLY	50157	\$172.47	20-2542-410-5
		Total	\$172.47	
ALLIED WASTE SERVICES #3(ALL SCHOOL SERVICES			\$643.60	20-2542-321-1
		Total	\$643.60	
AMEREN IP	H S-NATURAL GAS SERVICE		\$286.10	20-2542-465-2
	JR HI-NATURAL GAS		\$115.75	20-2542-465-3
	ELEMENTARY-NATURAL GAS		\$154.11	20-2542-465-4
	H S- ELECTRIC SERVICE		\$3,744.16	20-2542-466-2
	JR HI-ELECTRICAL SERVICE		\$3,563.02	20-2542-466-3
	ELEMENTARY-ELECTRIC SERVI		\$1,178.49	20-2542-466-4
	PRIMARY-ELECTRIC SERVIC		\$2,504.42	20-2542-466-5
	PRIMARY NATURAL GAS		\$119.58	20-2542-465-5
	JR HI-ELECTRICAL SERVICE		\$18.32	20-2542-466-3
	JR HI-ELECTRICAL SERVICE		\$36.57	20-2542-466-3
		Total	\$11,720.52	
AMERICAS BEST WATER TREH S-BUILDING REPAIRS/MAI			\$200.00	20-2542-323-2
	JR HI BLDG. REP/ MAINT		\$200.00	20-2542-323-3
	ELEMENTARY-BLDG REPAIR		\$475.00	20-2542-323-4
		Total	\$875.00	
AMSAN LLC	JR HI-BUILDING SUPPLIES		\$470.00	20-2542-410-3
	ELEMENTARY-BLDG SUPPLIES		\$470.00	20-2542-410-4
	PRIMARY BLDG SUPPLY		\$470.00	20-2542-410-5
	HIGH SCHOOL-BLDG SUPPLIE		\$719.70	20-2542-410-2
	ELEMENTARY-BLDG SUPPLIES		\$22.83	20-2542-410-4
	PRIMARY BLDG SUPPLY		\$43.83	20-2542-410-5
	PRIMARY BLDG SUPPLY		\$427.84	20-2542-410-5
		Total	\$2,624.20	
AMSTERDAN PRINTING	JR HI SUPPLIES	32204	\$569.05	10-1112-410-3
		Total	\$569.05	
ARAMARK ROCKFORD	ALL SCHOOL SERVICES		\$151.36	20-2542-321-1
	ALL SCHOOL SERVICES		\$187.12	20-2542-321-1
	ALL SCHOOL SERVICES		\$355.47	20-2542-321-1
	ALL SCHOOL SERVICES		\$350.81	20-2542-321-1
	ALL SCHOOL SERVICES		\$179.49	20-2542-321-1
		Total	\$1,224.25	
ASSOCIATION OF IL MIDDLE PRINC-DUES/FEES		32213	\$300.00	10-2410-640-1
		Total	\$300.00	
ATLAS SCHOOL SUPPLY	HENN ELEM-SUPPLIES	42638	\$61.72	10-1110-410-4
		Total	\$61.72	
BEHAVIOR DISORDER PROGRSP ED TUITION PUBLIC			\$1,000.00	10-4240-670-1
		Total	\$1,000.00	
BOTH, PATRICIA	TITLE I 1-6		\$18.19	10-1250-410-36
		Total	\$18.19	

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
BRANDNER, AIMEE	CONTRACT SERVICE-SP ED R		\$329.00	40-2550-326-1
		Total	\$329.00	
BUDGET TEXT	H S-TEXTBOOKS	26425	\$409.60	10-1113-420-2
	H S-TEXTBOOKS	26426	\$152.60	10-1113-420-2
		Total	\$562.20	
C.P. PRODUCTS, INC.	HIGH SCHOOL-BLDG SUPPLIE		\$116.78	20-2542-410-2
		Total	\$116.78	
CASCIO INTERSTATE MUSIC	MUSIC RESALE	26515	\$49.96	10-1115-495-1
	MUSIC SUPPLY-HS	26515	\$101.53	10-1115-410-2
		Total	\$151.49	
CDWG INC.	VOC AG SUPPLIES	24135	\$88.99	10-1401-410-2
	TECH-SUPPLIES	24135	\$729.40	10-2226-410-1
	TECH SUPPLIES	24277	\$166.70	10-1112-410-1
	TECH-SUPPLIES	24278	\$99.41	10-2226-410-1
	TECH-SUPPLIES	24278	\$24.86	10-2226-410-1
	TECH-SUPPLIES	24278	\$124.27	10-1112-410-1
	PROJECTORS	24280	\$1,789.59	10-1110-540-1
	INK	24280	\$78.59	10-2226-410-1
	TECH CAP OUTLAY	24285	\$830.10	10-1110-540-1
	TECH SUPPLIES	24285	\$420.31	10-1112-410-1
	TECH SUPPLIES	24286	\$228.48	10-1112-410-1
		Total	\$4,580.70	
CENTRAL RESTAURANT PROPRIMARY MISC SUPPLY		50178	\$165.51	10-2560-490-5
		Total	\$165.51	
CHRISTENSEN FORD SALES HIGH SCHOOL-BLDG SUPPLIE			\$211.60	20-2542-410-2
		Total	\$211.60	
CLAUSEN, TERESA	SUPT OFFICE-POSTAGE		\$25.08	10-2320-341-1
		Total	\$25.08	
CULLIGAN TRI CO SALES	ALL SCHOOL SERVICES		\$98.00	20-2542-321-1
		Total	\$98.00	
DAVIS, ANNETTE E	MEDIA PROG-TRAVEL		\$39.10	10-2220-332-1
	HEARING IMP-TRAVEL		\$9.02	10-1207-332-1
		Total	\$48.12	
DAVIS, KELLI	EPIC-TUITION REIMB		\$510.00	10-2210-320-1
		Total	\$510.00	
DEBO HARDWARE	PRIMARY MISC SUPPLY		\$39.99	10-2560-490-5
		Total	\$39.99	
DUDEK, JENNIFER	JR HI SUPPLIES		\$77.78	10-1112-410-3
	JR HI SUPPLIES		\$59.80	10-1112-410-3
		Total	\$137.58	
FICEK ELECTRIC & COMM	ELEMENTARY-BLDG REPAIR		\$547.50	20-2542-323-4
	H S-BUILDING REPAIRS/MAI		\$584.83	20-2542-323-2

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
FICEK ELECTRIC & COMM	H S-BUILDING REPAIRS/MAI		\$555.00	20-2542-323-2
		Total	\$1,687.33	
FLINN SCIENTIFIC INC	HS-SUPPLIES	26582	\$142.93	10-1113-410-2
		Total	\$142.93	
FOX RIVER FOODS CO	HENN-CAFE FOOD		\$3,156.75	10-2560-410-4
	HENN ELEM-CAFE MISC SUPP		\$62.90	10-2560-490-4
	HEN BREAKFAST		\$659.39	10-2560-410-1-4
	JR HI-CAFE FOOD		\$3,685.60	10-2560-410-3
	JH BREAKFAST		\$737.58	10-2560-410
	JR HI-CAFE MISC SUPPLIES		\$114.58	10-2560-490-3
	PRIMARY CAFE FOOD		\$2,510.22	10-2560-410-5
	PRIMARY BREAKFAST		\$1,184.43	10-2560-410-1-5
	PRIMARY MISC SUPPLY		\$262.42	10-2560-490-5
	HIGH SCHOOL- FOOD		\$8,715.16	10-2560-410-2
	HS BREAKFAST		\$1,038.78	10-2560-410-1-2
	H S-CAFE MISC SUPPLIES		\$99.98	10-2560-490-2
		Total	\$22,227.79	
FOX VALLEY SYSTEMS, INC.	HENN ELEM-SUPPLIES	42721	\$129.35	10-1110-410-4
		Total	\$129.35	
FRONTIER	SUPT-TELEPHONE		\$75.80	20-2542-340-1
	ELEM-TELEPHONE		\$208.79	20-2542-340-4
	H S - TELEPHONE SERVICE		\$174.25	20-2542-340-2
		Total	\$458.84	
G & B MECHANICAL	H S-BUILDING REPAIRS/MAI		\$831.21	20-2542-323-2
	JR HI BLDG. REP/ MAINT		\$831.21	20-2542-323-3
	ELEMENTARY-BLDG REPAIR		\$831.21	20-2542-323-4
	PRIMARY REPAIR/MAI		\$831.21	20-2542-323-5
		Total	\$3,324.84	
GEDRAITIS, JUDY	EPIC-TUITION REIMB		\$510.00	10-2210-320-1
		Total	\$510.00	
GETZ FIRE EQUIPMENT CO	ELEMENTARY-BLDG REPAIR		\$215.65	20-2542-323-4
		Total	\$215.65	
GOSLIN, VANESSA	H S TRAVEL		\$47.00	10-1113-332-2
	JR HI-TRAVEL		\$47.00	10-1112-332-3
		Total	\$94.00	
GRAPHIC ELECTRONICS	SERVICE AWARDS		\$298.50	10-2310-410-6
		Total	\$298.50	
GRASSERS	JR HI-BUILDING SUPPLIES		\$147.61	20-2542-410-3
		Total	\$147.61	
GRIZZLY INDUSTRIAL	IND ARTS-SUPPLIES	26567	\$806.10	10-1402-410-2
		Total	\$806.10	
HARRIS, JEFF	EPIC-TUITION REIMB		\$2,550.00	10-2210-320-1
		Total	\$2,550.00	

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
HEALY, BENDER & ASSOCIATES	ROOF		\$10,593.66	60-2530-520-1
	PRIMARY BLDG CONSTRUCTION		\$2,857.42	60-2530-520-1
		Total	\$13,451.08	
HENNEPIN BLDG IMPREST	ELEM-TEXTBOOK RENTAL		\$55.00	10-1811
	PRINC OFFICE-POSTAGE		\$10.52	10-2410-341-1
		Total	\$65.52	
HENNEPIN FOOD MART	HIGH SCHOOL- FOOD		\$27.22	10-2560-410-2
	HIGH SCHOOL- FOOD		\$26.85	10-2560-410-2
	HIGH SCHOOL- FOOD		\$21.07	10-2560-410-2
	HENN-CAFE FOOD		\$25.34	10-2560-410-4
	HENN-CAFE FOOD		\$31.71	10-2560-410-4
	HENN-CAFE FOOD		\$5.07	10-2560-410-4
	JR HI-CAFE FOOD		\$119.06	10-2560-410-3
	ELEMENTARY-BLDG SUPPLIES		\$121.95	20-2542-410-4
	HENN ELEM-SUPPLIES		\$5.18	10-1110-410-4
		Total	\$383.45	
HENRY-SENACHWINECUSD 5	CONTRACT SERVICE-SP ED R		\$540.00	40-2550-326-1
		Total	\$540.00	
HIGH SCHOOL IMPREST	H S PE RESALE		\$58.50	10-1790
	VOCATIONAL FEE HS		\$20.00	10-1720
	ACTIVITY FEES HS		\$40.00	10-1720
	GUIDANCE-TRAVEL		\$7.50	10-2120-332-1
	HS ATHL OFFICIALS		\$350.00	10-1501-319-2
	HS ATH DUES/FEES		\$100.00	10-1501-640-2
	LEASE BLOCK GRANT		\$195.00	10-1220-332-38
		Total	\$771.00	
HIGHSMITH COMPANY INC	NURSE-SUPPLIES	50177	\$44.54	10-2134-410-1
		Total	\$44.54	
HINCKLEY SPRING WATER	CBOARD SUPPLIES		\$64.96	10-2310-410-6
		Total	\$64.96	
HOUGHTON MIFFLIN COMPANY	S-TEXTBOOKS	26421	\$247.35	10-1113-420-2
	HENN ELEM-TEXT	42421	\$230.67	10-1110-420-4
	HENN ELEM-TEXT	42712	\$230.67	10-1110-420-4
		Total	\$708.69	
HULSTROM, NATALIE	MUSIC TRAVEL		\$56.40	10-1115-332-1
		Total	\$56.40	
IL ASSO OF SCHOOL BOARDS	BOARD SUPPLIES		\$40.00	10-2310-410-6
	SUPT OFFICE-TRAVEL	64049	\$28.00	10-2320-332-1
		Total	\$68.00	
IL CENTRAL SCHOOL BUS	LLCONTRACT REG		\$17,248.00	40-2550-325-1
	CONTRACT SERVICE-SP ED R		\$8,930.00	40-2550-326-1
	CONTRACT SERVICE-AV		\$672.00	40-2550-327-1
	CONTRACT ECE ROUTES		\$3,402.00	40-2550-331-1
	CONTRACT-EX CURRIC		\$1,444.00	40-2550-328-1

# Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
		Total	\$31,696.00	
IL DEPT OF PUBLIC HEALTH	ASBESTOS T & W		\$25.00	20-2542-332-7
		Total	\$25.00	
IL PRINCIPALS ASSOCIATION	PRINC OFFICE-TRAVEL	32214	\$644.00	10-2410-332-1
		Total	\$644.00	
IL VALLEY BUSINESS EQUIPMENT	R/M/COPIERS		\$667.88	10-1110-323-4
	PRIMARY R/M /COPIER		\$667.89	10-1111-323-5
	JH R/M/COPIER		\$667.88	10-1112-323-3
	HS R/M / COPIER		\$667.88	10-1113-323-2
	SUP COPY MACHINE		\$667.88	10-2320-323-1
		Total	\$3,339.41	
IL VALLEY CELLULAR	SUPT-TELEPHONE		\$69.05	20-2542-340-1
	ALL SCHOOL SERVICES		\$69.05	20-2542-321-1
	ALL SCHOOL SERVICES		\$49.25	20-2542-321-1
		Total	\$187.35	
IL VALLEY WASTE SERVICES	ALL SCHOOL SERVICES		\$357.23	20-2542-321-1
	ALL SCHOOL SERVICES		\$461.58	20-2542-321-1
		Total	\$818.81	
INTERSTATE BRANDS CORP	HIGH SCHOOL- FOOD		\$78.30	10-2560-410-2
	HS BREAKFAST		\$32.20	10-2560-410-1-2
	JR HI-CAFE FOOD		\$85.95	10-2560-410-3
	HENN-CAFE FOOD		\$50.58	10-2560-410-4
	HEN BREAKFAST		\$31.50	10-2560-410-1-4
	PRIMARY CAFE FOOD		\$60.65	10-2560-410-5
		Total	\$339.18	
J.L. ADLER ROOFING AND SHHS	ROOF WORK		\$265,648.50	60-2530-520-1
		Total	\$265,648.50	
JERMENC, STACIE	EPIC-TUITION REIMB		\$510.00	10-2210-320-1
		Total	\$510.00	
JOHN'S SERVICE AND SALES,	H S-BUILDING CAP OUTLAY		\$210.00	20-2542-540-2
		Total	\$210.00	
JOHNSON, STEPHEN	GUIDANCE-TRAVEL		\$15.98	10-2120-332-1
		Total	\$15.98	
JOHNSTONE SUPPLY	HIGH SCHOOL-BLDG SUPPLIE		\$182.08	20-2542-410-2
	H S-BUILDING REPAIRS/MAI		\$371.76	20-2542-323-2
	JR HI-BUILDING SUPPLIES		\$107.58	20-2542-410-3
	PRIMARY BLDG SUPPLY		\$675.34	20-2542-410-5
	JR HI-BUILDING SUPPLIES		\$303.90	20-2542-410-3
	H S-BUILDING REPAIRS/MAI		\$373.50	20-2542-323-2
	HIGH SCHOOL-BLDG SUPPLIE		\$400.00	20-2542-410-2
	JR HI-BUILDING SUPPLIES		\$232.54	20-2542-410-3
	ELEMENTARY-BLDG REPAIR		\$160.68	20-2542-323-4
		Total	\$2,807.38	

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
JUDD CONSTRUCTION INC	H S- GROUNDS REPAIR/MAIN		\$325.00	20-2543-323-2
		Total	\$325.00	
JUNIOR HIGH IMPREST	PRINC OFFICE-POSTAGE		\$833.32	10-2410-341-1
	JH ATHL OFFICIALS		\$1,420.00	10-1501-319-3
	MUSIC DUES		\$25.00	10-1502-640-1
	JR HI SUPPLIES		\$104.85	10-1112-410-3
		Total	\$2,383.17	
LANTER REFRIGERATED DIS	HIGH SCHOOL- FOOD		\$30.95	10-2560-410-2
	JR HI-CAFE FOOD		\$47.25	10-2560-410-3
	HENN-CAFE FOOD		\$47.25	10-2560-410-4
	PRIMARY CAFE FOOD		\$30.95	10-2560-410-5
		Total	\$156.40	
LASALLE CO R.O.E.	TITLE IIA TRAVEL		\$75.00	10-1110-332-42
	PRINC OFFICE-TRAVEL		\$175.00	10-2410-332-1
	TECH-TRAVEL		\$25.00	10-2226-332-1
		Total	\$275.00	
LASALLE PERU AREA CAREEA V VOCATIONAL SCHOOL			\$15,907.19	10-4140-670-2
		Total	\$15,907.19	
LAWSON PRODUCTS INC.	VOC AG SUPPLEMENTAL	26495	\$750.82	10-1401-410-19
		Total	\$750.82	
LEASE	MEDICAID		\$527.75	10-1220-411-11
		Total	\$527.75	
LIBRARY STORE, THE	HS MEDIA SUPPLIES	24374	\$120.17	10-2220-410-2
		Total	\$120.17	
LIGHTED WAY ASSOCIATION	LIGHTEDWAY/ALLENDALE		\$4,995.20	10-1912-670-1
		Total	\$4,995.20	
LINCOLN TRAIL LIBRARIES	SHS MEDIA SOFTWARE	24375	\$180.00	10-2220-470-2
	HS MEDIA SOFTWARE	26585	\$112.50	10-2220-470-2
		Total	\$292.50	
LOCKER ROOM	JR HI PE RESALE		\$2,015.00	10-1112-497-3
	H S ATHLETIC-SUPPLIES	24258	\$770.11	10-1501-410-2
	H S ATHLETIC-SUPPLIES	24258	\$103.60	10-1501-410-2
	H S ATHLETIC-SUPPLIES	24258	\$578.31	10-1501-410-2
	JR HI-ATHLETIC SUPPLIES	32570	\$168.00	10-1501-410-3
		Total	\$3,635.02	
LOMBARDO, DAVID	EPIC-TUITION REIMB		\$1,530.00	10-2210-320-1
		Total	\$1,530.00	
LOUIS, WENDY	CROSS CAT - HS	24343	\$40.08	10-1220-410-1
		Total	\$40.08	
MARK KARLOSKY CONSULT	TECH R/M		\$65.00	10-2226-323-1
	FIBER CONVERTERS		\$167.22	10-1112-410-1
	TECH R/M		\$148.00	10-2226-323-1

**Bills Payable List**

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
MARK KARLOSKY CONSULTING	DAMAGED COMPUTERS ADLER PAY		\$2,267.17	60-2530-520-1
	TONER		\$659.81	10-2226-410-1
		Total	\$3,307.20	
MAXCOM	TECH R/M		\$635.00	10-2226-323-1
		Total	\$635.00	
MAXIIS	INTERNET		\$200.00	10-2190-323-1
		Total	\$200.00	
MCCANN, MICHAEL S	PRINC OFFICE-POSTAGE		\$28.00	10-2410-341-1
		Total	\$28.00	
MCGRAW HILL CO	MEDICAID	42674	\$1,021.93	10-1220-411-11
		Total	\$1,021.93	
MCNABB TELEPHONE COMPANY	SUPT-TELEPHONE		\$77.86	20-2542-340-1
	H S - TELEPHONE SERVICE		\$371.46	20-2542-340-2
	JR HI-TELEPHONE SERVICE		\$502.25	20-2542-340-3
	ELEM-TELEPHONE		\$127.36	20-2542-340-4
	PRIMARY-TELEPHONE SERV		\$141.54	20-2542-340-5
		Total	\$1,220.47	
MEDIACOM LLC	INTERNET		\$249.95	10-2190-323-1
		Total	\$249.95	
MENARDS PERU	TECH-SUPPLIES		\$114.66	10-2226-410-1
	HIGH SCHOOL-BLDG SUPPLIE		\$85.50	20-2542-410-2
	HIGH SCHOOL-BLDG SUPPLIE		\$243.43	20-2542-410-2
	JR HI-GROUNDS REP/MAIN		\$433.18	20-2543-323-3
		Total	\$876.77	
MODEL MARKETING INC.	H S-BUILDING REPAIRS/MAI		\$850.00	20-2542-323-2
		Total	\$850.00	
MORROW, DEBBIE	HS OFFICE - SUPPLIES		\$37.66	10-2410-410-2
		Total	\$37.66	
MUSIC SHOPPE, INC.	MUSIC REPAIRS		\$75.00	10-1115-323-1
		Total	\$75.00	
N C I M D	PRIMARY CAFE FOOD		\$857.50	10-2560-410-5
	HENN-CAFE FOOD		\$583.75	10-2560-410-4
	HIGH SCHOOL- FOOD		\$726.50	10-2560-410-2
	JR HI-CAFE FOOD		\$636.50	10-2560-410-3
		Total	\$2,804.25	
NATIONAL MIDDLE SCHOOL	JR HI-DUES/FEES		\$349.00	10-1112-640-3
		Total	\$349.00	
NCS PEARSON	LEASE BLOCK GRANT		\$3,105.00	10-1220-332-38
		Total	\$3,105.00	
NORTH CENTRAL BANK	VOC AG SUPPLEMENTAL		\$1,386.37	10-1401-410-19
	HENN ELEM-SUPPLIES		\$160.94	10-1110-410-4

**Bills Payable List**

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
	JR HI-DUES/FEES		\$99.00	10-1112-640-3
	DIRECTV		\$186.44	10-2190-323-1
	PRINC OFFICE-POSTAGE		\$7.55	10-2410-341-1
	PRIMARY OFFICE - SUPPLIES		\$39.38	10-2410-410-5
	BOARD SUPPLIES		\$168.55	10-2310-410-6
	SUPT OFFICE-TRAVEL		\$50.55	10-2320-332-1
	BOARD SUPPLIES		\$90.87	10-2310-410-6
	HENN ELEM-SUPPLIES	42427	\$25.51	10-1110-410-4
	Total		\$2,215.16	
NORTHERN TOOL & EQUIPMENT	VOC AG SUPPLEMENTAL	26494	\$788.16	10-1401-410-19
	Total		\$788.16	
NORTHWEST ACADEMY	HOMEBOUND PROF SERV		\$140.00	10-1204-318-1
	Total		\$140.00	
OLSON, MICHAEL	EPIC COMMITTEE WORK		\$69.55	10-2210-319-1
	Total		\$69.55	
ORIENTAL TRADING CO	HENN ELEM-SUPPLIES	42425	\$82.87	10-1110-410-4
	HENN ELEM-SUPPLIES	42428	\$103.79	10-1110-410-4
	Total		\$186.66	
ORKIN EXTERMINATING CO	ALL SCHOOL SERVICES		\$576.00	20-2542-321-1
	ALL SCHOOL SERVICES		\$201.69	20-2542-321-1
	Total		\$777.69	
OSSOLA & COMPANY J W	PRIMARY BLDG CONSTRUCTION		\$225.05	60-2530-520-1
	Total		\$225.05	
PC FOODS, INC.	F/C SCIENCE SUPPLY		\$106.53	10-1113-412-2
	BOARD SUPPLIES		\$204.16	10-2310-410-6
	PRIMARY CAFE FOOD		\$63.33	10-2560-410-5
	Total		\$374.02	
PEARSON EDUCATION	MEDICAID	50179	\$352.43	10-1220-411-11
	Total		\$352.43	
PEDERSON CONSTRUCTION	JR HI BLDG. REP/ MAINT		\$2,280.00	20-2542-323-3
	Total		\$2,280.00	
PENSERV PLAN SERVICES	BOARD DUES/FEES		\$25.00	10-2310-640-6
	Total		\$25.00	
PEPPER & SON, JW	MUSIC TEXTS-HS	26516	\$465.49	10-1115-420-2
	Total		\$465.49	
PERMA- BOUND	JH MEDIA SOFTWARE	32581	\$105.90	10-2220-470-3
	09/10 PCEF READING GRANT	42655	\$12.09	10-2310-411-6
	Total		\$117.99	
PERRY MEMORIAL HOSPITAL	STUDENT DRUG TESTING		\$291.25	10-2310-390-6
	Total		\$291.25	

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
PERSONNEL CONCEPTS	JR HI OFFICE-SUPPLIES		\$188.80	10-2410-410-3
		Total	\$188.80	
PETERSON, VALERIE	EPIC-TUITION REIMB		\$510.00	10-2210-320-1
		Total	\$510.00	
PITSCO	IND ARTS-SUPPLIES	26575	\$413.67	10-1402-410-2
	IND ARTS-SUPPLIES	26575	\$166.95	10-1402-410-2
		Total	\$580.62	
POS WORLD INC	HS MEDIA SOFTWARE	26584	\$123.00	10-2220-470-2
		Total	\$123.00	
PRO FARMERS OF AMERICA	VOC AG SUPPLIES		\$209.00	10-1401-410-2
		Total	\$209.00	
PUFAHL, LYNN	MEDICAID		\$80.06	10-1220-411-11
		Total	\$80.06	
PUT CO SCHOOL (TRS HEALTHS TEACHER RETIREMENT			\$50.79	10-1113-211-2
H S-MEDICAL INSURANCE			\$282.24	10-1113-222-2
HENN ELEM-MED INSURANCE			\$184.13	10-1110-222-4
		Total	\$517.16	
PUT CO SCHOOL (TRS)	HENN-TEACH RET		\$86.20	10-1110-211-4
	PRIMARY-TEACH RET		\$86.20	10-1111-211-5
	JR HI-TRS		\$86.20	10-1112-211-3
	HS TEACHER RETIREMENT		\$86.21	10-1113-211-2
		Total	\$344.81	
PUTNAM COUNTY RECORD	INFO SERV-ADVERTISING		\$100.75	10-2630-350-1
		Total	\$100.75	
QUILL	HS OFFICE - SUPPLIES	26586	\$21.58	10-2410-410-2
	HS-SUPPLIES	26586	\$72.93	10-1113-410-2
	PRIMARY OFFICE - SUPPLIES	50176	\$46.15	10-2410-410-5
	SUPT OFFICE-SUPPLIES	64046	\$145.24	10-2320-410-1
		Total	\$285.90	
RANDOLPH, GENE	PSYCH-TRAVEL		\$65.80	10-2140-332-1
		Total	\$65.80	
RAYNER & RINN-SCOTT INC.	IND ARTS-SUPPLIES	26565	\$1,320.00	10-1402-410-2
		Total	\$1,320.00	
REALLY GOOD STUFF	CROSS CAT - HENN	42649	\$57.20	10-1220-410-4
		Total	\$57.20	
ROBBINS SCHWARTZ NICHBOARD LEGAL FEES			\$3,075.17	10-2310-319-6
		Total	\$3,075.17	
S R A	MEDICAID	32600	\$1,069.06	10-1220-411-11
	MEDICAID	32600	\$4,965.41	10-1220-411-11
	MEDICAID	32600	\$109.38	10-1220-411-11
	MEDICAID	42423	\$845.40	10-1220-411-11

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
	MEDICAID	42708	\$2,657.38	10-1220-411-11
	MEDICAID	42710	\$2,158.64	10-1220-411-11
		Total	\$11,805.27	
SABOTTA, CHRISTINE	NURSE-TRAVEL		\$47.00	10-2134-332-1
		Total	\$47.00	
SCHMIDT, ED	TECH-TRAVEL		\$331.82	10-2226-332-1
		Total	\$331.82	
SCHOLASTIC INC	CROSS CAT-TEXT	23800	\$181.50	10-1220-420-1
	JR HI SUPPLIES	32206	\$184.54	10-1112-410-3
	HENN ELEM-TEXT	42706	\$337.95	10-1110-420-4
		Total	\$703.99	
SCHOOL SPECIALTY INC	HS OFFICE - SUPPLIES	26514	\$22.78	10-2410-410-2
	JR HI SUPPLIES	32207	\$78.15	10-1112-410-3
	JR HI-SUPPLIES REG PROG	32547	\$76.20	10-1112-410-3
	JR HI SUPPLIES	32562	\$5.69	10-1112-410-3
		Total	\$182.82	
SEIBERT, JAMIE	HENN CAFE-TRAVEL		\$63.45	10-2560-332-4
		Total	\$63.45	
SMITH, LYN	JR HI SUPPLIES		\$28.98	10-1112-410-3
		Total	\$28.98	
SMITH, SHERI	CONTRACT SERVICE-SP ED R		\$770.80	40-2550-326-1
	CONTRACT SERVICE-SP ED R		\$231.24	40-2550-326-1
		Total	\$1,002.04	
STAPLES ADVANTAGE	TECH-SUPPLIES		\$922.54	10-2226-410-1
	SUPT OFFICE-SUPPLIES		\$126.08	10-2320-410-1
		Total	\$1,048.62	
STAPLES CREDIT PLAN	EMPLOYEE COMPUTERS		\$399.98	10-199
	VOC AG SUPPLEMENTAL		\$386.93	10-1401-410-19
	TECH-SUPPLIES		\$44.97	10-2226-410-1
	PRIMARY-SUPPLIES		\$59.94	10-1111-410-5
		Total	\$891.82	
STATE FIRE MARSHAL	ELEMENTARY-BLDG REPAIR		\$200.00	20-2542-323-4
		Total	\$200.00	
STUDY ISLAND	STUDY ISLAND		\$2,948.00	10-1113-470-1
	STUDY ISLAND	26424	\$1,352.80	10-1113-470-1
		Total	\$4,300.80	
SUPERINTENDENT IMPREST	ALL SCHOOL SERVICES		\$300.00	20-2542-321-1
	OTHER LOCAL REVENUE		\$44.30	10-1999
	BOARD DUES/FEES		\$117.75	10-2310-640-6
	SUPT OFFICE-POSTAGE		\$5.70	10-2320-341-1
	BOARD SUPPLIES		\$662.13	10-2310-410-6
		Total	\$1,129.88	

## Bills Payable List

<u>Vendor Name</u>	<u>Description</u>	<u>P.O. #</u>	<u>Amount</u>	<u>State Account #</u>
TALX UC EXPRESS	UNEMPLOYMENT INSUR		\$66.94	80-2363-232-7
		Total	\$66.94	
TEACHER DIRECT	PRIMARY-SUPPLIES	50083	\$97.41	10-1111-410-5
		Total	\$97.41	
TOEDTER OIL COMPANY	DRIVERS ED R/M		\$530.79	10-1700-323-2
	TRUCK REPAIR/MAINT		\$1,000.00	20-2542-320-3
	EX CURRICULAR VAN		\$600.00	40-2550-324-1
	H S-GROUNDS SUPPLIES		\$327.00	20-2543-410-2
	ELEMENTARY-GROUNDS SUPPLY		\$327.00	20-2543-410-4
		Total	\$2,784.79	
TONICA NURSERIES	H S-GROUNDS SUPPLIES		\$69.25	20-2543-410-2
		Total	\$69.25	
TONIS FLOWER AND GIFT SHBOARD SUPPLIES			\$25.00	10-2310-410-6
		Total	\$25.00	
TRANSPORTATION WITH A PICONTRACT SERVICE-SP ED R			\$616.00	40-2550-326-1
		Total	\$616.00	
TRINITY CATHOLIC SCHOOL HENN-CAFE FOOD			\$56.25	10-2560-410-4
		Total	\$56.25	
TRI-TOWN ELECTRIC INC.	JR HI BLDG. REP/ MAINT		\$105.00	20-2542-323-3
		Total	\$105.00	
TRUCK & AUTO SUP	JR HI-GROUNDS REP/MAIN		\$79.48	20-2543-323-3
		Total	\$79.48	
URNIKIS, DAVE	JR HI-BUILDING TRAVEL		\$29.14	20-2542-332-3
		Total	\$29.14	
VILLAGE OF GRANVILLE	PRIMARY- WATER		\$49.00	20-2542-322-5
	HS- WATER		\$508.00	20-2542-322-2
		Total	\$557.00	
WARD, DEBBIE	EPIC-TUITION REIMB		\$510.00	10-2210-320-1
		Total	\$510.00	
WRAGGE, DARYLE	EX CURRICULAR VAN		\$60.00	40-2550-324-1
	VOC AG- TRAVEL		\$93.06	10-1401-332-2
	VOC AG SUPPLIES		\$46.91	10-1401-410-2
	VOC AG- TRAVEL		\$395.74	10-1401-332-2
	VOC AG SUPPLIES		\$360.41	10-1401-410-2
	VOC AG SUPPLIES		\$71.98	10-1401-410-2
		Total	\$1,028.10	
		Report Total	\$470,399.34	

### **Recommendation Regarding Healy Bender and Adler**

As superintendent, I recommend paying Adler all but the retainage for the high school roofing project. With the performance bond still in place and the retainage, we are sufficiently covered. I have discussed this with Doug Smith, Craig, and Kristina, and we all agree that we should take that action.

Regarding Healy Bender, they were not willing to send a revised invoice for the architectural work on the Hennepin roof estimate. They maintain that their previous letter explains their appropriate payment request. From the discussion from last month's Board meeting and buildings and grounds committee meeting, the recommendation still remains to pay their percentage based upon the original estimate. (See additional attachment regarding those figures.)

# Expenditure Report

## Invalid Code

0

Function 8800 Transfer To  
 Function 99 Agency Fund or Fund Group  
 Object 800 Termination Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	A Open Encumb.	B Current Budget	C C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
800	Termination Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
99	<b>Agency Fund or Fund Group</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 8800	<b>Transfer To</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
0	<b>Invalid Code</b>	0.00	0.00	0.00	0.00	0.00	0.00	Fund

# Expenditure Report

## Education Fund

10

Function 1000 Instruction  
 Function 1110 Elementary  
 Object 100 Salaries

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
100	Salaries	43,433.63	86,867.26	0.00	428,000.00	341,132.74	20.30	
200	Employee Benefits	3,753.27	9,424.42	0.00	119,000.00	109,575.58	7.92	
300	Purchased Services	422.80	845.60	0.00	34,020.00	33,174.40	2.49	
400	Supplies And Materials	3,132.08	8,443.73	1,554.96	16,800.00	6,801.31	59.52	
500	Capital Outlay	394.00	3,404.60	0.00	10,500.00	7,095.40	32.42	
<b>1110</b>	<b>Elementary</b>	51,135.78	108,985.61	1,554.96	608,320.00	497,779.43	18.17	** Function
100	Salaries	26,159.37	52,318.74	0.00	421,000.00	368,681.26	12.43	
200	Employee Benefits	3,041.60	6,083.20	0.00	93,500.00	87,416.80	6.51	
300	Purchased Services	478.80	901.60	0.00	8,000.00	7,098.40	11.27	
400	Supplies And Materials	3,180.47	10,610.58	154.99	11,300.00	534.43	95.27	
500	Capital Outlay	0.00	0.00	0.00	500.00	500.00	0.00	
<b>1111</b>	<b>Primary</b>	32,860.24	69,914.12	154.99	534,300.00	464,230.89	13.11	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	3,810.24	4,954.71	396.20	0.00	(5,350.91)	0.00	
600	Other Objects	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
<b>1112</b>	<b>Reading IMP</b>	3,810.24	4,954.71	396.20	1,000.00	(4,350.91)	535.09	** Function
100	Salaries	8,645.00	17,290.00	0.00	117,000.00	99,710.00	14.78	
200	Employee Benefits	1,851.52	3,663.12	0.00	45,000.00	41,336.88	8.14	
300	Purchased Services	0.00	0.00	0.00	3,750.00	3,750.00	0.00	
400	Supplies And Materials	249.48	380.94	974.85	5,620.00	4,264.21	24.12	
500	Capital Outlay	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
600	Other Objects	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
<b>1115</b>	<b>MUSIC</b>	10,746.00	21,334.06	974.85	173,370.00	151,061.09	12.87	** Function
100	Salaries	45,869.17	91,738.34	0.00	477,200.00	385,461.66	19.22	
200	Employee Benefits	3,019.74	8,288.14	0.00	105,900.00	97,611.86	7.83	
300	Purchased Services	422.80	845.60	0.00	11,300.00	10,454.40	7.48	
400	Supplies And Materials	853.08	1,801.60	0.00	32,000.00	30,198.40	5.63	
500	Capital Outlay	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
<b>1120</b>	<b>Middle-Junior High</b>	50,164.79	102,673.68	0.00	627,400.00	524,726.32	16.36	** Function
100	Salaries	3,684.31	7,368.62	0.00	49,200.00	41,831.38	14.98	
200	Employee Benefits	372.54	745.08	0.00	10,000.00	9,254.92	7.45	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	161.89	161.89	0.00	720.00	558.11	22.48	

# Expenditure Report

## Education Fund

10

Function 1000 Instruction  
 Function 1125 Pre-K Programs  
 Object 400 Supplies And Materials

Account	Description	M.T.D. Activity	Y.T.D. Activity	B Open Encumb.	C Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
<b>1125</b>	<b>Pre-K Programs</b>	4,218.74	8,275.59	0.00	59,920.00	51,644.41	13.81	** Function
100	Salaries	58,514.61	117,029.22	0.00	766,054.00	649,024.78	15.28	
200	Employee Benefits	9,635.96	18,640.04	0.00	226,000.00	207,359.96	8.25	
300	Purchased Services	662.80	1,735.02	0.00	9,500.00	7,764.98	18.26	
400	Supplies And Materials	18,495.52	48,378.20	5,821.65	109,850.00	55,650.15	49.34	
500	Capital Outlay	0.00	0.00	0.00	2,000.00	2,000.00	0.00	
600	Other Objects	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
<b>1130</b>	<b>High School</b>	87,308.89	185,782.48	5,821.65	1,114,404.00	922,799.87	17.19	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	6,000.00	6,000.00	0.00	
<b>1140</b>	<b>Accelerated Reading Program</b>	0.00	0.00	0.00	6,000.00	6,000.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1203</b>	<b>Emh Handicapped lighted way</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	280.00	0.00	0.00	(280.00)	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	84,000.00	84,000.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1204</b>	<b>Physically Hndcap Homebound</b>	0.00	280.00	0.00	84,000.00	83,720.00	0.33	** Function
300	Purchased Services	0.00	0.00	0.00	1,200.00	1,200.00	0.00	
<b>1206</b>	<b>Visually Impaired (Vi)</b>	0.00	0.00	0.00	1,200.00	1,200.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	1,800.00	1,800.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1207</b>	<b>Hard Of Hearing (Hh)</b>	0.00	0.00	0.00	1,800.00	1,800.00	0.00	** Function
100	Salaries	2,620.09	5,240.18	0.00	43,000.00	37,759.82	12.19	
200	Employee Benefits	0.00	0.00	0.00	11,000.00	11,000.00	0.00	
300	Purchased Services	0.00	0.00	0.00	11,500.00	11,500.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	650.00	650.00	0.00	
<b>1210</b>	<b>Speech &amp; Lang.Impaired</b>	2,620.09	5,240.18	0.00	66,150.00	60,909.82	7.92	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	

# Expenditure Report

## Education Fund

10

Function 1000 Instruction  
 Function 1214 PRESCHOOL  
 Object 400 Supplies And Materials

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1214</b>	<b>PRESCHOOL</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1219</b>	<b>Pre Kind EARLY CHILDHOOD</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	47,194.19	94,388.38	0.00	696,000.20	601,611.82	13.56	
200	Employee Benefits	4,916.36	10,861.94	0.00	120,000.00	109,138.06	9.05	
300	Purchased Services	0.00	265.00	0.00	5,000.00	4,735.00	5.30	
400	Supplies And Materials	3,524.15	11,534.47	17,480.82	37,800.00	8,784.71	76.76	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1220</b>	<b>Cross-Categorical (Cc)</b>	55,634.70	117,049.79	17,480.82	858,800.20	724,269.59	15.66	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1222</b>	<b>MI</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	9,244.33	18,883.96	0.00	127,158.00	108,274.04	14.85	
200	Employee Benefits	0.00	0.00	0.00	12,750.00	12,750.00	0.00	
300	Purchased Services	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
400	Supplies And Materials	213.67	213.67	0.00	5,600.00	5,386.33	3.82	
<b>1225</b>	<b>Special Education Programs Pre-K</b>	9,458.00	19,097.63	0.00	147,008.00	127,910.37	12.99	** Function
100	Salaries	10,725.17	21,450.34	0.00	94,682.00	73,231.66	22.66	
200	Employee Benefits	1,416.50	2,833.00	0.00	49,900.00	47,067.00	5.68	
300	Purchased Services	0.00	0.00	0.00	9,500.00	9,500.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	500.00	500.00	0.00	
<b>1250</b>	<b>Remedial and Supplemental Programs K</b>	12,141.67	24,283.34	0.00	154,582.00	130,298.66	15.71	** Function
100	Salaries	5,724.11	11,448.22	0.00	74,311.00	62,862.78	15.41	
200	Employee Benefits	372.54	745.08	0.00	14,800.00	14,054.92	5.03	
300	Purchased Services	0.00	492.56	0.00	3,500.00	3,007.44	14.07	
400	Supplies And Materials	504.09	1,472.60	7,616.37	6,400.00	(2,688.97)	142.02	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	500.00	500.00	0.00	

# Expenditure Report

## Education Fund

10

Function 1000 Instruction  
 Function 1401 VOCATIONAL AG  
 Object 600 Other Objects

Account	Description	M.T.D. Activity	Y.T.D. Activity	A Open Encumb.	B Current Budget	C C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
<b>1401</b>	<b>VOCATIONAL AG</b>	6,600.74	14,158.46	7,616.37	99,511.00	77,736.17	21.88	** Function
100	Salaries	2,927.17	5,854.34	0.00	39,200.00	33,345.66	14.93	
200	Employee Benefits	1,097.00	2,194.00	0.00	20,000.00	17,806.00	10.97	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	3,388.13	5,662.00	2,273.87	59.84	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1402</b>	<b>INDUSTRIAL ARTS</b>	4,024.17	8,048.34	3,388.13	64,862.00	53,425.53	17.63	** Function
100	Salaries	0.00	0.00	0.00	44,600.00	44,600.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	16,650.00	16,650.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1407</b>	<b>BUSINESS ED</b>	0.00	0.00	0.00	61,250.00	61,250.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1415</b>	<b>IVCC TECH PREP</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	2,458.81	4,917.62	0.00	33,586.00	28,668.38	14.64	
200	Employee Benefits	390.54	781.08	0.00	6,850.00	6,068.92	11.40	
300	Purchased Services	0.00	0.00	0.00	1,100.00	1,100.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	200.00	200.00	0.00	
<b>1459</b>	<b>CO-OP PROGRAM</b>	2,849.35	5,698.70	0.00	41,736.00	36,037.30	13.65	** Function
100	Salaries	5,172.19	10,344.38	0.00	107,100.00	96,755.62	9.66	
200	Employee Benefits	0.00	0.00	0.00	14,000.00	14,000.00	0.00	
300	Purchased Services	0.00	0.00	0.00	27,900.00	27,900.00	0.00	
400	Supplies And Materials	867.89	4,440.44	2,652.57	16,500.00	9,406.99	42.99	
500	Capital Outlay	0.00	0.00	3,960.00	8,000.00	4,040.00	49.50	
600	Other Objects	0.00	1,560.00	0.00	6,200.00	4,640.00	25.16	
<b>1501</b>	<b>ATHLETICS</b>	6,040.08	16,344.82	6,612.57	179,700.00	156,742.61	12.78	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	

# Expenditure Report

## Education Fund

10

Function 1000 Instruction  
 Function 1502 Music  
 Object 500 Capital Outlay

		A	B	C	C - (A + B)	(A + B) / C		
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1502</b>	<b>Music</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	1,383.84	5,667.68	0.00	32,000.00	26,332.32	17.71	
200	Employee Benefits	0.00	0.00	0.00	4,100.00	4,100.00	0.00	
300	Purchased Services	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	6,300.00	6,300.00	0.00	
600	Other Objects	0.00	0.00	0.00	50.00	50.00	0.00	
<b>1540</b>	<b>EXTRA CURRICULAR</b>	1,383.84	5,667.68	0.00	43,950.00	38,282.32	12.90	** Function
100	Salaries	0.00	0.00	0.00	21,000.00	21,000.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	3,200.00	3,200.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	90.87	90.87	0.00	250.00	159.13	36.35	
<b>1600</b>	<b>Summer School</b>	90.87	90.87	0.00	24,450.00	24,359.13	0.37	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
800	Termination Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1650</b>	<b>Gifted Programs</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	2,495.03	7,150.06	0.00	22,852.00	15,701.94	31.29	
200	Employee Benefits	0.00	1,106.44	0.00	6,216.00	5,109.56	17.80	
300	Purchased Services	274.00	301.00	0.00	5,800.00	5,499.00	5.19	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1700</b>	<b>Drivers Education Program</b>	2,769.03	8,557.50	0.00	34,868.00	26,310.50	24.54	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1800</b>	<b>Bilingual Programs</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	19,919.85	22,713.30	0.00	190,000.00	167,286.70	11.95	
<b>1912</b>	<b>Special Education Programs K-12 - Priv</b>	19,919.85	22,713.30	0.00	190,000.00	167,286.70	11.95	** Function
4 <b>1000</b>	<b>Instruction</b>	363,777.07	749,150.86	44,000.54	5,178,581.20	4,385,429.80	15.32	* Function
100	Salaries	8,348.52	17,421.98	0.00	113,300.00	95,878.02	15.38	
200	Employee Benefits	1,882.18	3,872.68	0.00	38,350.00	34,477.32	10.10	
300	Purchased Services	0.00	0.00	0.00	1,500.00	1,500.00	0.00	

# Expenditure Report

## Education Fund

10

Function 2000 Support Services  
 Function 2110 Attendance/Soc Wrk Serv  
 Object 400 Supplies And Materials

Account	Description	M.T.D. Activity	Y.T.D. Activity	A Open Encumb.	B Current Budget	C C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
400	Supplies And Materials	0.00	0.00	0.00	1,170.00	1,170.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	200.00	200.00	0.00	
<b>2110</b>	<b>Attendance/Soc Wrk Serv</b>	10,230.70	21,294.66	0.00	154,520.00	133,225.34	13.78	** Function
100	Salaries	4,858.90	9,717.80	0.00	59,365.00	49,647.20	16.37	
200	Employee Benefits	71.92	143.84	0.00	8,650.00	8,506.16	1.66	
300	Purchased Services	173.90	173.90	0.00	1,350.00	1,176.10	12.88	
400	Supplies And Materials	0.00	41.06	0.00	450.00	408.94	9.12	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	100.00	100.00	0.00	
<b>2120</b>	<b>Guidance Services</b>	5,104.72	10,076.60	0.00	69,915.00	59,838.40	14.41	** Function
100	Salaries	2,648.49	5,296.98	0.00	31,000.00	25,703.02	17.09	
300	Purchased Services	0.00	0.00	0.00	1,600.00	1,600.00	0.00	
400	Supplies And Materials	83.09	83.09	38.74	1,350.00	1,228.17	9.02	
<b>2134</b>	<b>Nurse Services</b>	2,731.58	5,380.07	38.74	33,950.00	28,531.19	15.96	** Function
100	Salaries	4,467.86	9,605.10	0.00	64,800.00	55,194.90	14.82	
200	Employee Benefits	68.53	245.42	0.00	2,750.00	2,504.58	8.92	
300	Purchased Services	0.00	0.00	0.00	2,650.00	2,650.00	0.00	
400	Supplies And Materials	0.00	23.40	0.00	1,800.00	1,776.60	1.30	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2140</b>	<b>Psychological Services</b>	4,536.39	9,873.92	0.00	72,000.00	62,126.08	13.71	** Function
300	Purchased Services	249.95	699.90	0.00	12,000.00	11,300.10	5.83	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2190</b>	<b>Other Support Svs Pupils</b>	249.95	699.90	0.00	12,000.00	11,300.10	5.83	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2191</b>	<b>OTHER SUPPORT</b>	0.00	0.00	0.00	1,000.00	1,000.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	

# Expenditure Report

## Education Fund

10

Function 2000 Support Services  
 Function 2192 TITLE V CHART COUNTS  
 Object 400 Supplies And Materials

		A	B	C	C - (A + B)	(A + B) / C		
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
<b>2192</b>	<b>TITLE V CHART COUNTS</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2193</b>	<b>Title IV</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2196</b>	<b>Comp Arts</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	60.00	1,545.00	0.00	34,900.00	33,355.00	4.43	
200	Employee Benefits	9.78	151.38	0.00	5,000.00	4,848.62	3.03	
300	Purchased Services	3,060.00	4,080.00	0.00	24,600.00	20,520.00	16.59	
400	Supplies And Materials	0.00	0.00	0.00	500.00	500.00	0.00	
<b>2210</b>	<b>EPIC</b>	3,129.78	5,776.38	0.00	65,000.00	59,223.62	8.89	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2212</b>	<b>CURRICULUM DIRECTOR</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2215</b>	<b>TITLE II CLASS REDUCTION</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2218</b>	<b>Quality Assurance</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	

# Expenditure Report

## Education Fund

10

Function 2000 Support Services  
 Function 2219 BLOCK GRANT  
 Object 500 Capital Outlay

Account	Description	M.T.D. Activity	Y.T.D. Activity	B Open Encumb.	C Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2219</b>	<b>BLOCK GRANT</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	6,743.35	13,297.60	0.00	97,164.00	83,866.40	13.69	
200	Employee Benefits	372.54	745.08	0.00	11,860.00	11,114.92	6.28	
300	Purchased Services	0.00	0.00	0.00	2,200.00	2,200.00	0.00	
400	Supplies And Materials	708.79	2,753.34	763.17	14,690.00	11,173.49	23.94	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2220</b>	<b>MEDIA PROGRAM</b>	7,824.68	16,796.02	763.17	125,914.00	108,354.81	13.95	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2225</b>	<b>TECH THRUST</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	6,013.52	12,055.04	0.00	89,700.00	77,644.96	13.44	
200	Employee Benefits	759.90	1,529.58	0.00	13,000.00	11,470.42	11.77	
300	Purchased Services	142.88	710.42	0.00	7,500.00	6,789.58	9.47	
400	Supplies And Materials	0.00	0.00	248.54	2,700.00	2,451.46	9.21	
<b>2226</b>	<b>TECHNOLOGY</b>	6,916.30	14,295.04	248.54	112,900.00	98,356.42	12.88	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2227</b>	<b>CLOSING GAP</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	4,891.00	9,782.00	0.00	0.00	(9,782.00)	0.00	
200	Employee Benefits	372.54	745.08	0.00	0.00	(745.08)	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2230</b>	<b>Assessment/Testing</b>	5,263.54	10,527.08	0.00	0.00	(10,527.08)	0.00	** Function
100	Salaries	100.14	200.28	0.00	4,050.00	3,849.72	4.95	
200	Employee Benefits	10.84	21.68	0.00	0.00	(21.68)	0.00	
300	Purchased Services	8,186.75	14,342.50	55.00	42,000.00	27,602.50	34.28	
400	Supplies And Materials	2,656.12	4,601.01	3,773.23	29,300.00	20,925.76	28.58	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	234.70	7,213.30	886.35	16,500.00	8,400.35	49.09	
<b>2310</b>	<b>Brd Ed Services</b>	11,188.55	26,378.77	4,714.58	91,850.00	60,756.65	33.85	** Function
100	Salaries	7,940.34	15,880.68	0.00	94,634.00	78,753.32	16.78	
200	Employee Benefits	2,102.24	4,204.48	0.00	29,200.00	24,995.52	14.40	
300	Purchased Services	979.82	1,402.62	28.00	14,500.00	13,069.38	9.87	

# Expenditure Report

## Education Fund

10

Function 2000 Support Services  
 Function 2320 Executive Adm. Serv  
 Object 400 Supplies And Materials

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
400	Supplies And Materials	(1,890.00)	(1,563.01)	145.24	7,200.00	8,617.77	-19.69	
500	Capital Outlay	0.00	0.00	0.00	3,000.00	3,000.00	0.00	
600	Other Objects	0.00	785.25	0.00	2,600.00	1,814.75	30.20	
<b>2320</b>	<b>Executive Adm. Serv</b>	9,132.40	20,710.02	173.24	151,134.00	130,250.74	13.82	** Function
100	Salaries	32,922.98	65,499.55	0.00	399,800.00	334,300.45	16.38	
200	Employee Benefits	10,542.04	21,084.08	0.00	133,000.00	111,915.92	15.85	
300	Purchased Services	308.24	2,191.39	1,605.55	11,000.00	7,203.06	34.52	
400	Supplies And Materials	1,984.50	2,509.84	1,291.20	12,420.00	8,618.96	30.60	
500	Capital Outlay	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
600	Other Objects	305.00	880.00	300.00	2,100.00	920.00	56.19	
<b>2410</b>	<b>Office Of Principal Serv</b>	46,062.76	92,164.86	3,196.75	559,320.00	463,958.39	17.05	** Function
100	Salaries	6,835.00	13,670.00	0.00	0.00	(13,670.00)	0.00	
200	Employee Benefits	370.97	741.94	0.00	0.00	(741.94)	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2510</b>	<b>Dirctn Business Suppt Ser</b>	7,205.97	14,411.94	0.00	0.00	(14,411.94)	0.00	** Function
100	Salaries	1,030.03	1,220.57	0.00	84,520.00	83,299.43	1.44	
200	Employee Benefits	250.14	283.60	0.00	5,500.00	5,216.40	5.16	
300	Purchased Services	0.00	0.00	0.00	2,700.00	2,700.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	600.00	600.00	0.00	
<b>2520</b>	<b>Fiscal Services</b>	1,280.17	1,504.17	0.00	93,320.00	91,815.83	1.61	** Function
100	Salaries	8,689.19	17,378.38	0.00	127,500.00	110,121.62	13.63	
200	Employee Benefits	0.17	0.34	0.00	50.00	49.66	0.68	
300	Purchased Services	0.00	0.00	0.00	2,400.00	2,400.00	0.00	
400	Supplies And Materials	85.92	422.38	166.85	190,000.00	189,410.77	0.31	
500	Capital Outlay	0.00	0.00	0.00	4,000.00	4,000.00	0.00	
600	Other Objects	0.00	111.00	0.00	400.00	289.00	27.75	
<b>2560</b>	<b>Food Services</b>	8,775.28	17,912.10	166.85	324,350.00	306,271.05	5.57	** Function
300	Purchased Services	652.20	860.75	0.00	5,500.00	4,639.25	15.65	
<b>2630</b>	<b>Information Services</b>	652.20	860.75	0.00	5,500.00	4,639.25	15.65	** Function
300	Purchased Services	0.00	0.00	0.00	5,000.00	5,000.00	0.00	

# Expenditure Report

## Education Fund

10

Function 2000 Support Services  
 Function 2660 DATA PROCESSING  
 Object 400 Supplies And Materials

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
400	Supplies And Materials	0.00	0.00	0.00	3,600.00	3,600.00	0.00	
<b>2660</b>	<b>DATA PROCESSING</b>	0.00	0.00	0.00	8,600.00	8,600.00	0.00	** Function
4 <b>2000</b>	<b>Support Services</b>	130,284.97	268,662.28	9,301.87	1,881,273.00	1,603,308.85	14.78	* Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
800	Termination Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>3696</b>	<b>Safe To Learn</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>3000</b>	<b>Community Services</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
600	Other Objects	10,869.94	56,544.94	0.00	11,000.00	(45,544.94)	514.04	
<b>4120</b>	<b>Payments Sp Ed Programs</b>	10,869.94	56,544.94	0.00	11,000.00	(45,544.94)	514.04	** Function
600	Other Objects	0.00	0.00	0.00	29,000.00	29,000.00	0.00	
<b>4140</b>	<b>Payments for CTE Programs</b>	0.00	0.00	0.00	29,000.00	29,000.00	0.00	** Function
300	Purchased Services	0.00	0.00	0.00	4,000.00	4,000.00	0.00	
<b>4190</b>	<b>Other Pymnts Gov In State</b>	0.00	0.00	0.00	4,000.00	4,000.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>4210</b>	<b>Payments for Regular Programs - Tuition</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	16,560.00	16,560.00	0.00	10,000.00	(6,560.00)	165.60	
<b>4220</b>	<b>Payments for Special Education Program</b>	16,560.00	16,560.00	0.00	10,000.00	(6,560.00)	165.60	** Function
600	Other Objects	1,600.00	3,620.00	0.00	130,000.00	126,380.00	2.78	
<b>4240</b>	<b>Payments for CTE Programs - Tuition</b>	1,600.00	3,620.00	0.00	130,000.00	126,380.00	2.78	** Function
4 <b>4000</b>	<b>Nonprogrammed Charges</b>	29,029.94	76,724.94	0.00	184,000.00	107,275.06	41.70	* Function
600	Other Objects	0.00	0.00	0.00	10,000.00	10,000.00	0.00	
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	10,000.00	10,000.00	0.00	** Function
4 <b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	10,000.00	10,000.00	0.00	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8130</b>	<b>Prmt Trns From Ed Fund</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>8000</b>	<b>Other Financing Uses</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
<b>10</b>	<b>Education Fund</b>	523,091.98	1,094,538.08	53,302.41	7,253,854.20	6,106,013.71	15.82	Fund

# Expenditure Report

## Oper, Build, & Maint Fund

20

Function 2000 Support Services  
 Function 2530 Function 2530  
 Object 500 Capital Outlay

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2530</b>	<b>Function 2530</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	33,279.82	68,425.62	0.00	318,714.00	250,288.38	21.47	
200	Employee Benefits	1,835.48	3,670.96	0.00	23,650.00	19,979.04	15.52	
300	Purchased Services	9,507.64	17,752.64	0.00	123,100.00	105,347.36	14.42	
400	Supplies And Materials	17,628.08	41,187.45	172.82	313,000.00	271,639.73	13.21	
500	Capital Outlay	14,561.80	27,365.36	0.00	65,000.00	37,634.64	42.10	
<b>2542</b>	<b>Care &amp; Upkeep Bldg Serv</b>	76,812.82	158,402.03	172.82	843,464.00	684,889.15	18.80	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	1,327.83	2,426.83	0.00	35,000.00	32,573.17	6.93	
400	Supplies And Materials	121.00	159.59	0.00	12,000.00	11,840.41	1.33	
500	Capital Outlay	0.00	0.00	0.00	21,000.00	21,000.00	0.00	
<b>2543</b>	<b>Care Upkeep Grnds Serv</b>	1,448.83	2,586.42	0.00	68,000.00	65,413.58	3.80	** Function
4 <b>2000</b>	<b>Support Services</b>	78,261.65	160,988.45	172.82	911,464.00	750,302.73	17.68	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8800</b>	<b>Function 8800</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>8000</b>	<b>Other Financing Uses</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
<b>20</b>	<b>Oper, Build, &amp; Maint Fund</b>	78,261.65	160,988.45	172.82	911,464.00	750,302.73	17.68	Fund

# Expenditure Report

## Debt Service Fund or Fund Group

30

Function 5000 Debt Services  
 Function 5140 State Aid Anticipation Certificates  
 Object 600 Other Objects

Account	Description	M.T.D. Activity	Y.T.D. Activity	A Open Encumb.	B Current Budget	C C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>5140</b>	<b>State Aid Anticipation Certificates</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>5200</b>	<b>Debt Service - Interest on Long-Term De</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>5000</b>	<b>Debt Services</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8140</b>	<b>Prmt Transf Of Interest</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>8000</b>	<b>Other Financing Uses</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
<b>30</b>	<b>Debt Service Fund or Fund Group</b>	0.00	0.00	0.00	0.00	0.00	0.00	Fund

# Expenditure Report

## Transportation Fund

40

Function 2000 Support Services  
 Function 2550 Pupil Transportation Ser  
 Object 100 Salaries

		A	B	C	C - (A + B)	(A + B) / C		
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
100	Salaries	529.16	1,058.32	0.00	10,000.00	8,941.68	10.58	
200	Employee Benefits	140.16	280.32	0.00	1,450.00	1,169.68	19.33	
300	Purchased Services	10,506.00	13,935.85	0.00	698,000.00	684,064.15	2.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2550</b>	<b>Pupil Transportation Ser</b>	<b>11,175.32</b>	<b>15,274.49</b>	<b>0.00</b>	<b>709,450.00</b>	<b>694,175.51</b>	<b>2.15</b>	** Function
4 <b>2000</b>	<b>Support Services</b>	<b>11,175.32</b>	<b>15,274.49</b>	<b>0.00</b>	<b>709,450.00</b>	<b>694,175.51</b>	<b>2.15</b>	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>6000</b>	<b>Provision For Contingencs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	** Function
4 <b>6000</b>	<b>Provision For Contingencs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8140</b>	<b>Prmt Transf Of Interest</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	** Function
4 <b>8000</b>	<b>Other Financing Uses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	* Function
<b>40</b>	<b>Transportation Fund</b>	<b>11,175.32</b>	<b>15,274.49</b>	<b>0.00</b>	<b>709,450.00</b>	<b>694,175.51</b>	<b>2.15</b>	Fund

# Expenditure Report

## I.M.R.F./Soc. Sec. Fund

50

Function 1000 Instruction  
 Function 1110 Elementary  
 Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	(A + B) / C	State Account Number
200	Employee Benefits	568.20	1,122.10	0.00	7,970.00	6,847.90	14.08	
<b>1110</b>	<b>Elementary</b>	568.20	1,122.10	0.00	7,970.00	6,847.90	14.08	** Function
200	Employee Benefits	321.82	643.64	0.00	6,100.00	5,456.36	10.55	
<b>1111</b>	<b>Primary</b>	321.82	643.64	0.00	6,100.00	5,456.36	10.55	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1112</b>	<b>Reading IMP</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	111.02	222.33	0.00	1,700.00	1,477.67	13.08	
<b>1115</b>	<b>MUSIC</b>	111.02	222.33	0.00	1,700.00	1,477.67	13.08	** Function
200	Employee Benefits	501.40	996.78	0.00	7,600.00	6,603.22	13.12	
<b>1120</b>	<b>Middle-Junior High</b>	501.40	996.78	0.00	7,600.00	6,603.22	13.12	** Function
200	Employee Benefits	240.76	481.52	0.00	3,300.00	2,818.48	14.59	
<b>1125</b>	<b>Pre-K Programs</b>	240.76	481.52	0.00	3,300.00	2,818.48	14.59	** Function
200	Employee Benefits	1,204.70	2,407.98	0.00	17,580.00	15,172.02	13.70	
<b>1130</b>	<b>High School</b>	1,204.70	2,407.98	0.00	17,580.00	15,172.02	13.70	** Function
200	Employee Benefits	0.00	0.00	0.00	50.00	50.00	0.00	
<b>1204</b>	<b>Physically Hndcap Homebound</b>	0.00	0.00	0.00	50.00	50.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1207</b>	<b>Hard Of Hearing (Hh)</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	38.00	75.99	0.00	650.00	574.01	11.69	
<b>1210</b>	<b>Speech &amp; Lang.Impaired</b>	38.00	75.99	0.00	650.00	574.01	11.69	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1214</b>	<b>PRESCHOOL</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1219</b>	<b>Pre Kind EARLY CHILDHOOD</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	2,979.15	6,008.10	0.00	58,102.00	52,093.90	10.34	
<b>1220</b>	<b>Cross-Categorical (Cc)</b>	2,979.15	6,008.10	0.00	58,102.00	52,093.90	10.34	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1222</b>	<b>MI</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	287.54	649.31	0.00	3,400.00	2,750.69	19.10	
<b>1225</b>	<b>Special Education Programs Pre-K</b>	287.54	649.31	0.00	3,400.00	2,750.69	19.10	** Function
200	Employee Benefits	144.44	288.88	0.00	1,600.00	1,311.12	18.06	
<b>1250</b>	<b>Remedial and Supplemental Programs K</b>	144.44	288.88	0.00	1,600.00	1,311.12	18.06	** Function
200	Employee Benefits	80.24	160.48	0.00	1,300.00	1,139.52	12.34	

# Expenditure Report

## I.M.R.F./Soc. Sec. Fund

50

Function 1000 Instruction  
 Function 1401 VOCATIONAL AG  
 Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
<b>1401</b>	<b>VOCATIONAL AG</b>	80.24	160.48	0.00	1,300.00	1,139.52	12.34	** Function
200	Employee Benefits	33.88	67.76	0.00	575.00	507.24	11.78	
<b>1402</b>	<b>INDUSTRIAL ARTS</b>	33.88	67.76	0.00	575.00	507.24	11.78	** Function
200	Employee Benefits	0.00	0.00	0.00	675.00	675.00	0.00	
<b>1407</b>	<b>BUSINESS ED</b>	0.00	0.00	0.00	675.00	675.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1415</b>	<b>IVCC TECH PREP</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	275.00	275.00	0.00	
<b>1459</b>	<b>CO-OP PROGRAM</b>	0.00	0.00	0.00	275.00	275.00	0.00	** Function
200	Employee Benefits	85.13	169.46	0.00	4,000.00	3,830.54	4.24	
<b>1501</b>	<b>ATHLETICS</b>	85.13	169.46	0.00	4,000.00	3,830.54	4.24	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1502</b>	<b>Music</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	23.10	268.01	0.00	1,125.00	856.99	23.82	
<b>1540</b>	<b>EXTRA CURRICULAR</b>	23.10	268.01	0.00	1,125.00	856.99	23.82	** Function
200	Employee Benefits	0.00	0.00	0.00	495.00	495.00	0.00	
<b>1600</b>	<b>Summer School</b>	0.00	0.00	0.00	495.00	495.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1650</b>	<b>Gifted Programs</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	36.18	97.53	0.00	400.00	302.47	24.38	
<b>1700</b>	<b>Drivers Education Program</b>	36.18	97.53	0.00	400.00	302.47	24.38	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>1800</b>	<b>Bilingual Programs</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>1000</b>	<b>Instruction</b>	6,655.56	13,659.87	0.00	116,897.00	103,237.13	11.69	* Function
200	Employee Benefits	148.86	422.91	0.00	3,850.00	3,427.09	10.98	
<b>2110</b>	<b>Attendance/Soc Wrk Serv</b>	148.86	422.91	0.00	3,850.00	3,427.09	10.98	** Function
200	Employee Benefits	69.90	139.80	0.00	1,050.00	910.20	13.31	
<b>2120</b>	<b>Guidance Services</b>	69.90	139.80	0.00	1,050.00	910.20	13.31	** Function
200	Employee Benefits	497.39	994.78	0.00	6,500.00	5,505.22	15.30	
<b>2134</b>	<b>Nurse Services</b>	497.39	994.78	0.00	6,500.00	5,505.22	15.30	** Function
200	Employee Benefits	106.77	337.91	0.00	3,100.00	2,762.09	10.90	
<b>2140</b>	<b>Psychological Services</b>	106.77	337.91	0.00	3,100.00	2,762.09	10.90	** Function

# Expenditure Report

## I.M.R.F./Soc. Sec. Fund

50

Function 2000 Support Services  
 Function 2192 TITLE V CHART COUNTS  
 Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2192</b>	<b>TITLE V CHART COUNTS</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2193</b>	<b>Title IV</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2196</b>	<b>Comp Arts</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	20.38	0.00	825.00	804.62	2.47	
<b>2210</b>	<b>EPIC</b>	0.00	20.38	0.00	825.00	804.62	2.47	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2212</b>	<b>CURRICULUM DIRECTOR</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2215</b>	<b>TITLE II CLASS REDUCTION</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2218</b>	<b>Quality Assurance</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2219</b>	<b>BLOCK GRANT</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	561.49	1,087.47	0.00	7,925.00	6,837.53	13.72	
<b>2220</b>	<b>MEDIA PROGRAM</b>	561.49	1,087.47	0.00	7,925.00	6,837.53	13.72	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2225</b>	<b>TECH THRUST</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	263.46	526.92	0.00	6,600.00	6,073.08	7.98	
<b>2226</b>	<b>TECHNOLOGY</b>	263.46	526.92	0.00	6,600.00	6,073.08	7.98	** Function
200	Employee Benefits	67.14	134.28	0.00	0.00	(134.28)	0.00	
<b>2230</b>	<b>Assessment/Testing</b>	67.14	134.28	0.00	0.00	(134.28)	0.00	** Function
200	Employee Benefits	17.68	35.36	0.00	450.00	414.64	7.86	
<b>2310</b>	<b>Brd Ed Services</b>	17.68	35.36	0.00	450.00	414.64	7.86	** Function
200	Employee Benefits	115.12	230.24	0.00	1,725.00	1,494.76	13.35	
<b>2320</b>	<b>Executive Adm. Serv</b>	115.12	230.24	0.00	1,725.00	1,494.76	13.35	** Function
200	Employee Benefits	1,695.54	3,326.10	0.00	23,400.00	20,073.90	14.21	
<b>2410</b>	<b>Office Of Principal Serv</b>	1,695.54	3,326.10	0.00	23,400.00	20,073.90	14.21	** Function
200	Employee Benefits	1,246.15	2,492.30	0.00	0.00	(2,492.30)	0.00	
<b>2510</b>	<b>Directn Business Suppt Ser</b>	1,246.15	2,492.30	0.00	0.00	(2,492.30)	0.00	** Function
200	Employee Benefits	168.14	200.54	0.00	14,700.00	14,499.46	1.36	

# Expenditure Report

## I.M.R.F./Soc. Sec. Fund

50

Function 2000 Support Services  
 Function 2520 Fiscal Services  
 Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	C - (A + B)	(A + B) / C	State Account Number
<b>2520</b>	<b>Fiscal Services</b>	168.14	200.54	0.00	14,700.00	14,499.46	1.36		** Function
200	Employee Benefits	5,024.80	10,182.52	0.00	55,750.00	45,567.48	18.26		
<b>2542</b>	<b>Care &amp; Upkeep Bldg Serv</b>	5,024.80	10,182.52	0.00	55,750.00	45,567.48	18.26		** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00		
<b>2543</b>	<b>Care Upkeep Grnds Serv</b>	0.00	0.00	0.00	0.00	0.00	0.00		** Function
200	Employee Benefits	7.68	15.36	0.00	275.00	259.64	5.59		
<b>2550</b>	<b>Pupil Transportation Ser</b>	7.68	15.36	0.00	275.00	259.64	5.59		** Function
200	Employee Benefits	1,592.00	3,184.00	0.00	26,700.00	23,516.00	11.93		
<b>2560</b>	<b>Food Services</b>	1,592.00	3,184.00	0.00	26,700.00	23,516.00	11.93		** Function
4 <b>2000</b>	<b>Support Services</b>	11,582.12	23,330.87	0.00	152,850.00	129,519.13	15.26		* Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00		
<b>3696</b>	<b>Safe To Learn</b>	0.00	0.00	0.00	0.00	0.00	0.00		** Function
4 <b>3000</b>	<b>Community Services</b>	0.00	0.00	0.00	0.00	0.00	0.00		* Function
<b>50</b>	<b>I.M.R.F./Soc. Sec. Fund</b>	18,237.68	36,990.74	0.00	269,747.00	232,756.26	13.71		Fund

# Expenditure Report

## Capital Projects Fund or Fund Group

60

Function 2000 Support Services  
 Function 2530 Function 2530  
 Object 500 Capital Outlay

Account	Description	M.T.D. Activity	Y.T.D. Activity	A	B	C	C - (A + B)	(A + B) / C	State Account Number
				Open Encumb.	Current Budget	Budget Balance	% of Budget		
500	Capital Outlay	265,648.50	266,088.50	0.00	742,000.00	475,911.50	35.86		
<b>2530</b>	<b>Function 2530</b>	<b>265,648.50</b>	<b>266,088.50</b>	<b>0.00</b>	<b>742,000.00</b>	<b>475,911.50</b>	<b>35.86</b>	**	Function
4 <b>2000</b>	<b>Support Services</b>	<b>265,648.50</b>	<b>266,088.50</b>	<b>0.00</b>	<b>742,000.00</b>	<b>475,911.50</b>	<b>35.86</b>	*	Function
<b>60</b>	<b>Capital Projects Fund or Fund Group</b>	<b>265,648.50</b>	<b>266,088.50</b>	<b>0.00</b>	<b>742,000.00</b>	<b>475,911.50</b>	<b>35.86</b>		Fund

# Expenditure Report

## Working Cash Fund 70

Function 8000 Other Financing Uses  
 Function 8110 Permnt Trns Wrk Csh Abol  
 Object 600 Other Objects

Account	Description	M.T.D. Activity	Y.T.D. Activity	A Open Encumb.	B Current Budget	C C - (A + B) Budget Balance	(A + B) / C % of Budget	State Account Number
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8110</b>	<b>Permnt Trns Wrk Csh Abol</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8111</b>	<b>Permnt Trns Wrk Csh</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<b>8120</b>	<b>Prmnt Trnf Int From Wrkes</b>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4 <b>8000</b>	<b>Other Financing Uses</b>	0.00	0.00	0.00	0.00	0.00	0.00	* Function
<b>70</b>	<b>Working Cash Fund</b>	0.00	0.00	0.00	0.00	0.00	0.00	Fund

# Expenditure Report

## Tort Immunity and Judgment Fund

Function 2000 Support Services  
 Function 2362 Workers Comp/Workers Occ Disease Acts Payments  
 Object 200 Employee Benefits

80

		A	B	C	C - (A + B)	(A + B) / C		
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
200	Employee Benefits	20,510.42	20,510.42	0.00	20,600.00	89.58	99.57	
<b>2362</b>	<b>Workers Comp/Workers Occ Disease Ac</b>	20,510.42	20,510.42	0.00	20,600.00	89.58	99.57	** Function
200	Employee Benefits	2,660.00	2,660.00	0.00	8,000.00	5,340.00	33.25	
<b>2363</b>	<b>Unemployment Insurance Act Payments</b>	2,660.00	2,660.00	0.00	8,000.00	5,340.00	33.25	** Function
300	Purchased Services	36,178.85	48,709.85	0.00	49,000.00	290.15	99.41	
<b>2364</b>	<b>Insurance Payments (regular or self-insu</b>	36,178.85	48,709.85	0.00	49,000.00	290.15	99.41	** Function
300	Purchased Services	0.00	0.00	0.00	50,000.00	50,000.00	0.00	
<b>2369</b>	<b>Legal Services</b>	0.00	0.00	0.00	50,000.00	50,000.00	0.00	** Function
300	Purchased Services	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
<b>2540</b>	<b>Function 2540</b>	0.00	0.00	0.00	1,000.00	1,000.00	0.00	** Function
4 <b>2000</b>	<b>Support Services</b>	59,349.27	71,880.27	0.00	128,600.00	56,719.73	55.89	* Function
<b>80</b>	<b>Tort Immunity and Judgment Fund</b>	59,349.27	71,880.27	0.00	128,600.00	56,719.73	55.89	Fund

# Expenditure Report

## Fire Prevention/Life Safety

90

Function 2000 Support Services  
 Function 2548 L/S Capital Outlay  
 Object 500 Capital Outlay

			A	B	C	C - (A + B)	(A + B) / C	
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	%	State Account Number
500	Capital Outlay	0.00	0.00	0.00	100,000.00	100,000.00	0.00	
<b>2548</b>	<b>L/S Capital Outlay</b>	0.00	0.00	0.00	100,000.00	100,000.00	0.00	** Function
4 <b>2000</b>	<b>Support Services</b>	0.00	0.00	0.00	100,000.00	100,000.00	0.00	* Function
<b>90</b>	<b>Fire Prevention/Life Safety</b>	0.00	0.00	0.00	100,000.00	100,000.00	0.00	Fund
<b>Report Total:</b>		955,764.40	1,645,760.53	53,475.23	10,115,115.20	8,415,879.44	16.80	

# Balance Sheet Fund 10

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-10	AP-Accrual for Fund 10	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
10-110-1	CASH IN BANKS	\$91,987.98	(\$51,240.32)	\$40,747.66
10-131	PAYROLL CASH	\$0.00	\$0.00	\$0.00
10-111-1	IMPREST FUND	\$12,800.00	\$0.00	\$12,800.00
10-121-1	REGULAR INVESTMENT ED	\$4,038,407.65	(\$212,827.14)	\$3,825,580.51
10-122-1	FARNSWORTH INVESTMENT	\$0.00	\$0.00	\$0.00
10-185-1	LONG TERM INVESTMENTS	\$0.00	\$0.00	\$0.00
10-199-1	EMPLOYEE COMPUTERS	\$1,704.29	(\$496.98)	\$1,207.31
	<b><u>Total</u></b>	<b>\$4,144,899.93</b>	<b>(\$264,564.44)</b>	<b>\$3,880,335.49</b>
10-493-1	MEDICARE INS. PAYABLE	\$0.00	\$0.00	\$0.00
10-456-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-457-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-458-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-459-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-460-1	DISABILITY INS. PAYABLE	\$0.00	\$0.00	\$0.00
10-455-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-490-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-495-1	LIFE INS PAYABLE	\$0.00	\$0.00	\$0.00
10-496-1	LOHMANS CAFE. PLAN	\$720.58	(\$468.20)	\$252.38
10-497-1	SUPPORT PERS. DUES	\$0.00	\$0.00	\$0.00
10-498-1	TEACHER RET 2.2	\$0.00	\$0.00	\$0.00
10-481-1	TEACHER RET. PAYABLE	\$0.00	\$0.00	\$0.00
10-454-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-434-1	LOANS FROM WKG CASH FND	\$0.00	\$0.00	\$0.00
10-453-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-452-1	Delete This Account	\$0.00	\$0.00	\$0.00
10-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
10-411-1	LOAN TO LIFE SAFETY	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$720.58</b>	<b>(\$468.20)</b>	<b>\$252.38</b>
10-706-1	NET PROFIT/LOSS	(\$1,726,659.17)	\$265,032.64	(\$1,461,626.53)
10-730-1	FUND BALANCE	(\$2,418,961.34)	\$0.00	(\$2,418,961.34)
	<b><u>Total</u></b>	<b>(\$4,145,620.51)</b>	<b>\$265,032.64</b>	<b>(\$3,880,587.87)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# Balance Sheet Fund 20

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-20	AP-Accrual for Fund 20	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>
20-185-1	LONG TERM INVESTMENTS	\$761,923.50	(\$203,239.14)	\$558,684.36
20-184-1	LAND FUND INVESTMENT	\$0.00	\$0.00	\$0.00
20-183-1	TREE FUND INVESTMENTS	\$3,500.56	\$0.00	\$3,500.56
20-131	PAYROLL CASH	\$0.00	\$0.00	\$0.00
20-121-1	REGULAR INVESTMENT O/M	\$1,387,791.31	\$74,544.80	\$1,462,336.11
20-110-1	CASH IN BANKS	\$138,868.35	\$55,480.76	\$194,349.11
	<b><u>Total</u></b>	<b><u>\$2,292,083.72</u></b>	<b><u>(\$73,213.58)</u></b>	<b><u>\$2,218,870.14</u></b>
20-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
20-453-1	Delete This Account	\$0.00	\$0.00	\$0.00
20-497-1	SUPPORT PERS. DUES	\$0.00	\$0.00	\$0.00
20-459-1	Delete This Account	\$0.00	\$0.00	\$0.00
20-458-1	Delete This Account	\$0.00	\$0.00	\$0.00
20-457-1	Delete This Account	\$0.00	\$0.00	\$0.00
20-456-1	Delete This Account	\$0.00	\$0.00	\$0.00
20-454-1	Delete This Account	\$0.00	\$0.00	\$0.00
20-481-1	ANNUITIES PAYABLE	\$0.00	\$0.00	\$0.00
20-451	Delete This Account	\$0.00	\$0.00	\$0.00
20-452-1	Delete This Account	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>
20-706-1	NET PROFIT/LOSS	(\$219,075.90)	\$73,213.58	(\$145,862.32)
20-730-1	FUND BALANCE	(\$2,073,007.82)	\$0.00	(\$2,073,007.82)
	<b><u>Total</u></b>	<b><u>(\$2,292,083.72)</u></b>	<b><u>\$73,213.58</u></b>	<b><u>(\$2,218,870.14)</u></b>
		<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>

# Balance Sheet Fund 30

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-30	AP-Accrual for Fund 30	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
30-185-1	LONG TERM INVESTMENTS	\$0.00	\$0.00	\$0.00
30-110-1	CASH IN BANKS	\$0.00	\$0.00	\$0.00
30-121-1	REGULAR INVESTMENT B/I	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
30-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
30-730-1	FUND BALANCE	\$0.00	\$0.00	\$0.00
30-706-1	NET PROFIT/LOSS	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Balance Sheet Fund 40**

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-40	AP-Accrual for Fund 40	\$0.00	\$0.00	\$0.00
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
40-110-1	CASH IN BANKS	\$0.00	(\$69.48)	(\$69.48)
40-121-1	REGULAR INVESTMENT TRANS	\$410,910.77	(\$8,425.91)	\$402,484.86
40-131	PAYROLL CASH	\$0.00	\$0.00	\$0.00
40-185-1	LONG TERM INVESTMENTS	\$0.00	\$0.00	\$0.00
	<b>Total</b>	<b>\$410,910.77</b>	<b>(\$8,495.39)</b>	<b>\$402,415.38</b>
40-452-1	Delete This Account	\$0.00	\$0.00	\$0.00
40-481-1	EMPLOYEE INCENTIVE	\$0.00	\$0.00	\$0.00
40-411-1	LOANS FROM W/C	\$0.00	\$0.00	\$0.00
40-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
40-457-1	Delete This Account	\$0.00	\$0.00	\$0.00
40-456-1	Delete This Account	\$0.00	\$0.00	\$0.00
40-454-1	Delete This Account	\$0.00	\$0.00	\$0.00
40-453-1	Delete This Account	\$0.00	\$0.00	\$0.00
40-451-1	Delete This Account	\$0.00	\$0.00	\$0.00
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
40-706-1	NET PROFIT/LOSS	(\$302,149.20)	\$8,495.39	(\$293,653.81)
40-730-1	FUND BALANCE	(\$108,761.57)	\$0.00	(\$108,761.57)
	<b>Total</b>	<b>(\$410,910.77)</b>	<b>\$8,495.39</b>	<b>(\$402,415.38)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Balance Sheet Fund 50**

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-50	AP-Accrual for Fund 50	\$0.00	\$0.00	\$0.00
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
50-110-1	CASH IN BANKS	\$0.00	\$0.00	\$0.00
50-121-1	REGULAR INVESTMENT IMRF	\$227,662.67	(\$17,879.32)	\$209,783.35
50-185-1	IMRF-LONG TERM INVESTMEN	\$101,817.12	\$144.61	\$101,961.73
	<b>Total</b>	<b>\$329,479.79</b>	<b>(\$17,734.71)</b>	<b>\$311,745.08</b>
50-481-1	MEDICARE EMPLOYEE (10)	\$0.00	\$0.00	\$0.00
50-492-1	MEDICARE INS PAYABLE	\$0.00	\$0.00	\$0.00
50-457-1	Delete This Account	\$0.00	\$0.00	\$0.00
50-454-1	Delete This Account	\$0.00	\$0.00	\$0.00
50-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
50-493-1	MEDICARE BOARD SHARE	\$0.00	\$0.00	\$0.00
	<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
50-730-1	FUND BALANCE	(\$267,153.08)	\$0.00	(\$267,153.08)
50-706-1	NET PROFIT/LOSS	(\$62,326.71)	\$17,734.71	(\$44,592.00)
	<b>Total</b>	<b>(\$329,479.79)</b>	<b>\$17,734.71</b>	<b>(\$311,745.08)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# Balance Sheet Fund 60

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-60	AP-Accrual for Fund 60	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
60-185-1	LONG TERM INVEST C/P	\$0.00	\$0.00	\$0.00
60-121-1	REG INVESTMENTS-CAP PROJ	\$1,012,539.44	(\$264,794.86)	\$747,744.58
60-110-1	CASH IN BANK-CAP PROJ	\$15,975.12	\$0.00	\$15,975.12
	<b><u>Total</u></b>	<b>\$1,028,514.56</b>	<b>(\$264,794.86)</b>	<b>\$763,719.70</b>
60-411-1	LOAN FROM W/C	\$0.00	\$0.00	\$0.00
60-431-1	A/P CAP PROJECTS	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
60-730-1	FUND BALANCE	(\$1,027,458.44)	\$0.00	(\$1,027,458.44)
60-706-1	NET PROFIT/LOSS	(\$1,056.12)	\$264,794.86	\$263,738.74
	<b><u>Total</u></b>	<b>(\$1,028,514.56)</b>	<b>\$264,794.86</b>	<b>(\$763,719.70)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# Balance Sheet Fund 70

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-70	AP-Accrual for Fund 70	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
70-110-1	CASH IN BANKS	(\$13,983.08)	\$0.00	(\$13,983.08)
70-121-1	REGULAR INVESTMENT WC	\$459,774.42	\$204,361.57	\$664,135.99
70-141-1	W/C INTERFUND LOANS	\$0.00	\$0.00	\$0.00
70-185-1	INVESTMENT LONG TERM WC	\$1,379,837.26	(\$202,819.29)	\$1,177,017.97
	<b><u>Total</u></b>	<b>\$1,825,628.60</b>	<b>\$1,542.28</b>	<b>\$1,827,170.88</b>
70-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
70-411-1	LOANS TO LIFE SAFETY	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
70-730-1	FUND BALANCE	(\$1,794,870.76)	\$0.00	(\$1,794,870.76)
70-706-1	NET PROFIT/LOSS	(\$30,757.84)	(\$1,542.28)	(\$32,300.12)
	<b><u>Total</u></b>	<b>(\$1,825,628.60)</b>	<b>(\$1,542.28)</b>	<b>(\$1,827,170.88)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# Balance Sheet Fund 80

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-80	AP-Accrual for Fund 80	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
80-121-1	TORT-REG INVESTMENT	\$429,744.23	(\$59,366.72)	\$370,377.51
80-110-1	TORT-CASH IN BANKS	(\$440.00)	\$880.00	\$440.00
	<b><u>Total</u></b>	<b>\$429,304.23</b>	<b>(\$58,486.72)</b>	<b>\$370,817.51</b>
80-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
80-730-1	FUND BALANCE	(\$440,904.58)	\$0.00	(\$440,904.58)
80-706-1	NET PROFIT/LOSS	\$11,600.35	\$58,486.72	\$70,087.07
	<b><u>Total</u></b>	<b>(\$429,304.23)</b>	<b>\$58,486.72</b>	<b>(\$370,817.51)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# Balance Sheet Fund 90

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
AP-Accrual-90	AP-Accrual for Fund 90	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
90-185-1	LONG TERM L/S	\$45,799.55	\$63.62	\$45,863.17
90-121-1	REGULAR INVESTMENT L/S	\$129,177.04	\$220.54	\$129,397.58
90-110-1	CASH IN BANK-LIFE SAFETY	(\$120,000.00)	\$0.00	(\$120,000.00)
	<b><u>Total</u></b>	<b>\$54,976.59</b>	<b>\$284.16</b>	<b>\$55,260.75</b>
90-412-1	LOAN DUE TO WORKING CASH	\$0.00	\$0.00	\$0.00
90-481-1	IL WITHHOLDING TAX PAY	\$0.00	\$0.00	\$0.00
90-457-1	Delete This Account	\$0.00	\$0.00	\$0.00
90-431-1	ACCOUNTS PAYABLE	\$0.00	\$0.00	\$0.00
90-411-1	LOAN DUE TO EDUCATION	\$0.00	\$0.00	\$0.00
90-452-1	Delete This Account	\$0.00	\$0.00	\$0.00
	<b><u>Total</u></b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
90-706-1	NET PROFIT/LOSS	(\$30,220.68)	(\$284.16)	(\$30,504.84)
90-730-1	FUND BALANCE	(\$24,755.91)	\$0.00	(\$24,755.91)
	<b><u>Total</u></b>	<b>(\$54,976.59)</b>	<b>(\$284.16)</b>	<b>(\$55,260.75)</b>
		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# Balance Sheet Fund 90

PUTNAM COUNTY CUSD #535

<u>Account Number</u>	<u>Account Description</u>	<u>Balance Forward</u>	<u>Current Month</u>	<u>Current Balance</u>
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# Fund Balance Report

PUTNAM COUNTY CUSD #535

Fund	Description	Month to Date		Year to Date		Ytd Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
10	Education Fund	523,091.98	258,059.34	1,094,538.08	2,556,164.61	1,461,626.53	2,418,961.34	3,880,587.87
20	Oper, Build, & Maint Fund	78,261.65	5,048.07	160,988.45	306,850.77	145,862.32	2,073,007.82	2,218,870.14
30	Debt Service Fund or Fund Group	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40	Transportation Fund	11,175.32	2,679.93	15,274.49	308,928.30	293,653.81	108,761.57	402,415.38
50	I.M.R.F./Soc. Sec. Fund	18,237.68	502.97	36,990.74	81,582.74	44,592.00	267,153.08	311,745.08
60	Capital Projects Fund or Fund Group	265,648.50	853.64	266,088.50	2,349.76	(263,738.74)	1,027,458.44	763,719.70
70	Working Cash Fund	0.00	1,542.28	0.00	32,300.12	32,300.12	1,794,870.76	1,827,170.88
80	Tort Immunity and Judgment Fund	59,349.27	862.55	71,880.27	1,793.20	(70,087.07)	440,904.58	370,817.51
90	Fire Prevention/Life Safety	0.00	284.16	0.00	30,504.84	30,504.84	24,755.91	55,260.75
		\$955,764.40	\$269,832.94	\$1,645,760.53	\$3,320,474.34	\$1,674,713.81	\$8,155,873.49	\$9,830,587.30

# Revenue Report

## Education Fund

10

Function 1000 Instruction  
 Function 1112 Reading IMP

		A	B	B - A	A / B	
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance	State Account Number
10-111200-1	FIRST PRIOR YEAR LEVY	\$3,224.75	\$1,634,768.77	\$3,529,500.00	\$1,894,731.23	10-1112
<b>1112</b>	<b>Reading IMP</b>	3,224.75	1,634,768.77	3,529,500.00	1,894,731.23	** Function
10-112200-1	TORT IMMUNITY-1ST PRIOR	\$0.00	\$0.00	\$0.00	\$0.00	10-1122
<b>1120</b>	<b>Middle-Junior High</b>	0.00	0.00	0.00	0.00	** Function
10-113000-1	FIRST PRIOR YR LEASE	\$59.26	\$30,162.48	\$64,800.00	\$34,637.52	10-1130
<b>1130</b>	<b>High School</b>	59.26	30,162.48	64,800.00	34,637.52	** Function
10-114100-1	SP ED PRIOR YEAR LEVY	\$47.43	\$24,086.04	\$51,900.00	\$27,813.96	10-1141
<b>1140</b>	<b>Accelerated Reading Program</b>	47.43	24,086.04	51,900.00	27,813.96	** Function
10-121000-1	MOBILE HOME PRIVILEGE TA	\$0.00	\$0.00	\$0.00	\$0.00	10-1210
<b>1210</b>	<b>Speech &amp; Lang.Impaired</b>	0.00	0.00	0.00	0.00	** Function
10-123000-1	CORP PERS PROP REPLC TAX	\$42,533.56	\$366,428.56	\$1,931,883.00	\$1,565,454.44	10-1230
<b>1225</b>	<b>Special Education Programs Pre-K</b>	42,533.56	366,428.56	1,931,883.00	1,565,454.44	** Function
10-129000-1	WETLANDS	\$0.00	\$0.00	\$0.00	\$0.00	10-1290
<b>1275</b>	<b>Remedial and Supplemental Program</b>	0.00	0.00	0.00	0.00	** Function
10-131200-1	PUPIL TUITION OTHER LEA	\$0.00	\$59,670.52	\$233,000.00	\$173,329.48	10-1312
10-131300-1		\$0.00	\$0.00	\$0.00	\$0.00	10-1313
<b>1310</b>	<b>Adult Education</b>	0.00	59,670.52	233,000.00	173,329.48	** Function
10-134200-1	PUPIL TUI-SP ED OTHER LEA	\$10,674.76	\$10,674.76	\$10,675.00	\$0.24	10-1342
<b>1340</b>	<b>Upgrdg In Current Occupptn</b>	10,674.76	10,674.76	10,675.00	0.24	** Function
10-151000-1	TAX INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	10-1510
10-151100-1	ED-INT ON INVESTMENTS	\$3,551.13	\$6,109.77	\$42,000.00	\$35,890.23	10-1511
10-151200-1	INTEREST-SWANNEY BONDS	\$0.00	\$0.00	\$0.00	\$0.00	10-1512
10-151300-1	INTEREST-FARNSWORTH	\$0.00	\$0.00	\$300.00	\$300.00	10-1513
<b>1502</b>	<b>Music</b>	3,551.13	6,109.77	42,300.00	36,190.23	** Function
10-161100-1	STUDENT LUNCH	\$19,456.10	\$19,456.10	\$125,000.00	\$105,543.90	10-1611
10-161200-1	STUDENT BREAKFAST	\$904.60	\$904.60	\$15,000.00	\$14,095.40	10-1612
10-161400-1	MILK SALES (OTHER)	\$503.80	\$503.80	\$11,000.00	\$10,496.20	10-1614
10-162000-1	ADULT LUNCHES/BREAKFAST	\$328.00	\$328.00	\$4,500.00	\$4,172.00	10-1620
<b>1600</b>	<b>Summer School</b>	21,192.50	21,192.50	155,500.00	134,307.50	** Function
10-169000-1	HEAD START LUNCHES	\$0.00	\$848.00	\$0.00	(\$848.00)	10-1690
<b>1650</b>	<b>Gifted Programs</b>	0.00	848.00	0.00	(848.00)	** Function
10-171102-2	H S ATHLETIC ADMISSIONS	\$0.00	\$0.00	\$15,000.00	\$15,000.00	10-1711-2
10-171104-3	JR HI-ATHLETIC ADMISSION	\$0.00	\$0.00	\$3,000.00	\$3,000.00	10-1711-4

# Revenue Report

## Education Fund

10

Function 1000 Instruction  
 Function 1710 Vocational Ed Handicapped

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	A	B	B - A	A / B	State Account Number
				Revenue Budget	Budget Balance	% of Budget		
				Revenue				
10-171400-1	H S / JR HI TOURNEY REV	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.00		10-1714
10-171900-1	ADMISSION - OTHERS	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00		10-1719
<b>1710</b>	<b>Vocational Ed Handicapped</b>	0.00	0.00	24,000.00	24,000.00	0.00		** Function
10-172000-1	VOCATIONAL FEE HS	\$3,600.00	\$3,600.00	\$3,500.00	(\$100.00)	102.86		10-1720
10-172000-2	ACTIVITY FEES HS	\$6,355.00	\$6,355.00	\$8,000.00	\$1,645.00	79.44		10-1720
10-172000-3	ACTIVITY FEES JR H	\$1,445.00	\$1,445.00	\$3,500.00	\$2,055.00	41.29		10-1720
<b>1720</b>	<b>Vctnl Ed Lmt Eng Profency</b>	11,400.00	11,400.00	15,000.00	3,600.00	76.00		** Function
10-179000-1	DRIVER ED FEE	\$2,150.00	\$2,150.00	\$3,000.00	\$850.00	71.67		10-1790
10-179000-8	H S PE RESALE	\$2,944.00	\$2,944.00	\$3,500.00	\$556.00	84.11		10-1790
10-179001-8	JH PE RESALE	\$2,032.00	\$2,032.00	\$3,000.00	\$968.00	67.73		10-1790-1
10-179100-9		\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1791
10-179200-10	MUSIC RESALE	\$0.00	\$0.00	\$200.00	\$200.00	0.00		10-1792
<b>1730</b>	<b>Vctnl Ed Acd /Econ Disadv</b>	7,126.00	7,126.00	9,700.00	2,574.00	73.46		** Function
10-181100-1	ELEM-TEXTBOOK RENTAL	\$13,135.00	\$13,135.00	\$12,500.00	(\$635.00)	105.08		10-1811
10-181100-2	H S- TEXTBOOK RENTAL	\$14,165.00	\$14,165.00	\$15,000.00	\$835.00	94.43		10-1811
10-181100-3	JR HI-TEXTBOOK RENTAL	\$8,255.00	\$8,255.00	\$10,000.00	\$1,745.00	82.55		10-1811
10-181900-1	INSTRUMENT RENTAL	\$0.00	\$0.00	\$200.00	\$200.00	0.00		10-1819
<b>1800</b>	<b>Bilingual Programs</b>	35,555.00	35,555.00	37,700.00	2,145.00	94.31		** Function
10-192000-1	DONATIONS	\$2,532.16	\$2,532.16	\$3,500.00	\$967.84	72.35		10-1920
<b>1920</b>	<b>Gifted Programs - Private Tuition</b>	2,532.16	2,532.16	3,500.00	967.84	72.35		** Function
10-194000-1	PSY LEA ASSESSEMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1940
10-194100-1	SW LEA ASSESSMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1941
10-194110-1	HEARING IMP ASSESS.	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1941
10-194200-1		\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1942
10-195000-1	REFUND EXPENSES	\$35.02	\$35.02	\$500.00	\$464.98	7.00		10-1950
10-197000-1		\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1970
10-199900-1	OTHER LOCAL REVENUE	\$2,852.31	\$5,797.96	\$10,500.00	\$4,702.04	55.22		10-1999
10-199900-3	INSURANCE/PLAY EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1999
10-199901-1	INTERNET REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-1999-1
<b>1922</b>	<b>Truants Alternative/Optional Educat</b>	2,887.33	5,832.98	11,000.00	5,167.02	53.03		** Function
<b>1000</b>	<b>Instruction</b>	140,783.88	2,216,387.54	6,120,458.00	3,904,070.46	36.21		* Function
10-220000-1	POVERTY GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-2200
<b>2196</b>	<b>Comp Arts</b>	0.00	0.00	0.00	0.00	0.00		** Function
10-223000-1	ROE FLOW THRU	\$0.00	\$0.00	\$0.00	\$0.00	0.00		10-2230

# Revenue Report

## Education Fund

10

Function 2000 Support Services  
 Function 2230 Assessment/Testing

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	B - A Budget Balance Revenue	A / B % of Budget	State Account Number
<b>2230</b>	<b>Assessment/Testing</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>2000</b>	<b>Support Services</b>	0.00	0.00	0.00	0.00	0.00	* Function
10-300100-1	GENERAL STATE AID	\$45,186.08	\$45,186.08	\$460,000.00	\$414,813.92	9.82	10-3001
10-300200-1	HOLD HARMLESS GSA	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3002
<b>2900</b>	<b>Other Support Services</b>	45,186.08	45,186.08	460,000.00	414,813.92	9.82	** Function
10-310000-1	SP ED PRIV FAC TUITION	\$0.00	\$53,718.42	\$44,000.00	(\$9,718.42)	122.09	10-3100
10-310500-1	SP ED EXTRA ORDINARY	\$31,765.92	\$63,531.84	\$83,000.00	\$19,468.16	76.54	10-3105
10-311000-1	SP ED PERSONNEL	\$0.00	\$55,149.37	\$159,000.00	\$103,850.63	34.69	10-3110
10-312000-1	SP ED ORPHANAGE	\$0.00	\$16,231.30	\$42,000.00	\$25,768.70	38.65	10-3120
10-314500-1	SP ED SUMMER SCHOOL	\$0.00	\$0.00	\$750.00	\$750.00	0.00	10-3145
<b>3100</b>	<b>Direction Of Community Sv</b>	31,765.92	188,630.93	328,750.00	140,119.07	57.38	** Function
10-322000-40	CTEI GRANT-SRAVTE	\$15,905.00	\$15,905.00	\$2,102.00	(\$13,803.00)	756.66	10-3200
10-321500-18	VOC AG STATE GRTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3215
10-323500-19	VOC AG SUPPLEMENTAL	\$4,343.00	\$4,343.00	\$0.00	(\$4,343.00)	0.00	10-3235
10-329900-40	FCAE GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3299
<b>3200</b>	<b>Community Recreation Srv</b>	20,248.00	20,248.00	2,102.00	(18,146.00)	963.27	** Function
10-330500-20		\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3305
10-335000-21		\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3350
10-336000-1	IL FREE LUNCH/BRKFST AIDE	\$0.00	\$1,391.00	\$4,750.00	\$3,359.00	29.28	10-3360
10-336500-1	IL BREAKFAST INITIATIVE	\$0.00	\$0.00	\$750.00	\$750.00	0.00	10-3360
10-337000-1	DRIVERS ED REIMBURSEMENT	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.00	10-3370-1
<b>3300</b>	<b>Civic Services</b>	0.00	1,391.00	15,500.00	14,109.00	8.97	** Function
10-361002-1	SCHOOL IMP-HOP	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3610
10-364000-24	SCHOOL IMP BLOCK GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3640
10-364100-31	LEARNING IMP GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3641
10-369500-1	SAFE TO LEARN GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3695
<b>3600</b>	<b>Welfare Activities Serv</b>	0.00	0.00	0.00	0.00	0.00	** Function
10-370500-26	EARLY CHILDHOOD GRT GRANT	\$13,209.00	\$26,418.00	\$149,294.00	\$122,876.00	17.70	10-3705
10-371500-27	READING IMPROVEMENT GRAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3715
10-372500-28		\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3725
10-373500-1		\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3735
10-377500-43	ADA BLOCK GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3775
10-379200-1		\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3792
10-379400-1		\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-3794

# Revenue Report

## Education Fund

10

Function 3000 Community Services  
 Function 3700 Nonpublic School Pupils

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	B - A Budget Balance Revenue	A / B % of Budget	State Account Number
<b>3700</b>	<b>Nonpublic School Pupils</b>						
10-380000-32	STATE LIBRARY GRANT	13,209.00	26,418.00	149,294.00	122,876.00	17.70	** Function
<b>3800</b>	<b>Home/School Services</b>						
10-399900-1	OTHER STATE REVENUE	\$0.00	\$0.00	\$500.00	\$500.00	0.00	10-3800
10-399901-1	RESPRO GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function
<b>3900</b>	<b>Other Community Services</b>						
<b>3000</b>	<b>Community Services</b>						
10-410000-37	TITLE V INVO(CHAR CTS	110,409.00	281,874.01	956,146.00	674,271.99	29.48	** Function
<b>3900</b>	<b>Other Community Services</b>						
10-411000-46		\$0.00	\$0.00	\$0.00	\$0.00	0.00	* Function
<b>4110</b>	<b>Payments Reg Programs</b>						
10-421000-1	FEDERAL LUNCH AID	0.00	0.00	0.00	0.00	0.00	** Function
<b>4210</b>	<b>Payments for Regular Programs - Tu</b>						
10-422000-1	FED BREAKFAST AID	\$0.00	\$0.00	\$117,000.00	\$117,000.00	0.00	** Function
<b>4220</b>	<b>Payments for Special Education Prog</b>						
10-430000-36	TITLE I GRANT	0.00	0.00	117,000.00	117,000.00	0.00	** Function
<b>4300</b>	<b>Payments to Other Govt Units (In-Sa</b>						
10-440000-33	TITLE IV GRT DRUG FREE	\$0.00	\$0.00	\$30,500.00	\$30,500.00	0.00	** Function
<b>4400</b>	<b>Payments to Other Govt Units - Out c</b>						
10-462000-38	SP ED INCENTIVE GRT	0.00	0.00	30,500.00	30,500.00	0.00	** Function
10-462001-38	DISCRETIONARY FUNDS	\$0.00	\$0.00	\$97,721.00	\$97,721.00	0.00	** Function
10-462002-38	SP ED BLOCK GRT	\$0.00	\$277.60	\$8,843.00	\$8,565.40	3.14	** Function
10-462003-38	DEMONSTR PROJ/LEASE	\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function
10-462500-1	EXCESS (ROOM/BOARD)	\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function
10-474500-40	CARL PERKINS	\$0.00	\$0.00	\$7,874.00	\$7,874.00	0.00	** Function
10-485000-44	SFSF/GSA REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function
10-485100-44	ARRA TITLE I	\$0.00	\$6,166.00	\$0.00	(\$6,166.00)	0.00	** Function
10-485700-44	ARRA IDEA PART B	\$0.00	\$44,593.00	\$0.00	(\$44,593.00)	0.00	** Function
10-487000-44	ARRA GSA	\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function
10-490000-11		\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function
10-490001-11	MEDICAID-FEE FOR SERV	\$1,228.51	\$1,228.51	\$30,000.00	\$28,771.49	4.10	** Function
10-490002-11	MEDICAID-ADMIN OUTREACH	\$5,637.95	\$5,637.95	\$27,000.00	\$21,362.05	20.88	** Function
10-493000-42	TITLE II TEACHER QUALITY	\$0.00	\$0.00	\$36,520.00	\$36,520.00	0.00	** Function
10-494500-14		\$0.00	\$0.00	\$0.00	\$0.00	0.00	** Function

# Revenue Report

## Education Fund

10

Function 4000 Nonprogrammed Charges  
 Function 4430 Payments Other Govt Units Out of State Transfers

		A	B	B - A	A / B		
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
10-497100-1	TITLE IID-TECH ENHANC	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-4971
10-499900-1	OTHER FEDERAL(STEP)	\$0.00	\$0.00	\$12,180.00	\$12,180.00	0.00	10-4999-1
<b>4430</b>	<b>Payments Other Govt Units Out of State Transfers</b>	6,866.46	57,903.06	198,599.00	140,695.94	29.16	** Function
<b>4000</b>	<b>Nonprogrammed Charges</b>	6,866.46	57,903.06	443,820.00	385,916.94	13.05	* Function
10-711000-1	TRANS OF WC TECH THRUST	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-7110
10-711002-1	PERM TRANSFER WC	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-7110
10-711001-1	TRANSFER OF WC	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-7110-1
<b>6000</b>	<b>Provision For Contingences</b>	0.00	0.00	0.00	0.00	0.00	** Function
10-712000-1	TRANS WC INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-7120
10-723000-1	ACCURED INT B&I	\$0.00	\$0.00	\$0.00	\$0.00	0.00	10-7230
<b>7120</b>	<b>Perm Trnf from W/C</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>6000</b>	<b>Provision For Contingences</b>	0.00	0.00	0.00	0.00	0.00	* Function
<b>10</b>	<b>Education Fund</b>	258,059.34	2,556,164.61	7,520,424.00	4,964,259.39	33.99	Fund

# Revenue Report

## Oper, Build, & Maint Fund

Function 1000 Instruction  
 Function 1112 Reading IMP

20

Account	Description	A		B	B - A	A / B	State Account Number
		M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance	% of Budget	
20-111200-1	FIRST PRIOR YEAR LEVY	\$579.21	\$300,477.83	\$628,800.00	\$328,322.17	47.79	20-1112
1112	<b>Reading IMP</b>	579.21	300,477.83	628,800.00	328,322.17	47.79	** Function
20-112200-1	TORT IMMUNITY-1ST PRIOR	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-1122
1120	<b>Middle-Junior High</b>	0.00	0.00	0.00	0.00	0.00	** Function
20-123000-1	CORP PERS PROP REPL TAX	\$0.00	\$0.00	\$561,000.00	\$561,000.00	0.00	20-1230
1225	<b>Special Education Programs Pre-K</b>	0.00	0.00	561,000.00	561,000.00	0.00	** Function
20-151100-1	BLD-INT	\$1,814.07	\$3,443.15	\$20,000.00	\$16,556.85	17.22	20-1511
20-151500-1	INTEREST - TREE FUND	\$0.00	\$0.00	\$100.00	\$100.00	0.00	20-1515
1502	<b>Music</b>	1,814.07	3,443.15	20,100.00	16,656.85	17.13	** Function
20-191000-1	HOUSE RENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-1910
1910	<b>Pre-K Programs - Private Tuition</b>	0.00	0.00	0.00	0.00	0.00	** Function
20-191100-1	FACILITY/GROUND RENT	\$0.00	\$0.00	\$500.00	\$500.00	0.00	20-1911
1911	<b>Regular K-12 Programs - Private Tuition</b>	0.00	0.00	500.00	500.00	0.00	** Function
20-192000-1	DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-1920
1920	<b>Gifted Programs - Private Tuition</b>	0.00	0.00	0.00	0.00	0.00	** Function
20-195000-1	REFUND PR YR EXP-BLDG	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-1950
20-195001-1	TORNADO INS/FEM/DON	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-1950
20-199900-1	OTHER LOCAL REVENUE	\$2,654.79	\$2,929.79	\$1,000.00	(\$1,929.79)	292.98	20-1999
1922	<b>Truants Alternative/Optional Education</b>	2,654.79	2,929.79	1,000.00	(1,929.79)	292.98	** Function
1000	<b>Instruction</b>	5,048.07	306,850.77	1,211,400.00	904,549.23	25.33	* Function
20-210000-1	OTHER STATE REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-2100
1922	<b>Truants Alternative/Optional Education</b>	0.00	0.00	0.00	0.00	0.00	** Function
2000	<b>Support Services</b>	0.00	0.00	0.00	0.00	0.00	* Function
20-392000-1	INFRA IMPROVE-PLAN/CONST	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-3920-1
20-399900-1	OTHER STATE REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-3999
3900	<b>Other Community Services</b>	0.00	0.00	0.00	0.00	0.00	** Function
3000	<b>Community Services</b>	0.00	0.00	0.00	0.00	0.00	* Function
20-490000-11		\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-4900
20-498000-1		\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-4980
4430	<b>Payments Other Govt Units Out of State</b>	0.00	0.00	0.00	0.00	0.00	** Function
4000	<b>Nonprogrammed Charges</b>	0.00	0.00	0.00	0.00	0.00	* Function
20-711001-1	TRANSFER WC	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-7110

# Revenue Report

## Oper, Build, & Maint Fund

20

Function 6000 Provision For Contingences  
 Function 6000 Provision For Contingences

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
6000	Provision For Contingences	0.00	0.00	0.00	0.00	0.00	** Function
20-740000-1	SALE/COMP FIXED ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0.00	20-7400
7120	Perm Trnf from W/C	0.00	0.00	0.00	0.00	0.00	** Function
6000	Provision For Contingences	0.00	0.00	0.00	0.00	0.00	* Function
20	<b>Oper, Build, &amp; Maint Fund</b>	5,048.07	306,850.77	1,211,400.00	904,549.23	25.33	Fund

# Revenue Report

## Debt Service Fund or Fund Group

30

Function 1000 Instruction  
 Function 1112 Reading IMP

		A	B	B - A	A / B	
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance	State Account Number
30-111200-1	FIRST PRIOR YEAR LEVY	\$0.00	\$0.00	\$0.00	\$0.00	30-1112
<b>1112</b>	<b>Reading IMP</b>	0.00	0.00	0.00	0.00	** Function
30-151100-1	B/I-INT INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	30-1511
<b>1502</b>	<b>Music</b>	0.00	0.00	0.00	0.00	** Function
<b>1000</b>	<b>Instruction</b>	0.00	0.00	0.00	0.00	* Function
30-723000-1	ACCRUED INT ON BONDS SOL	\$0.00	\$0.00	\$0.00	\$0.00	30-7230
<b>7120</b>	<b>Perm Trnf from W/C</b>	0.00	0.00	0.00	0.00	** Function
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	* Function
<b>30</b>	<b>Debt Service Fund or Fund Group</b>	0.00	0.00	0.00	0.00	Fund

# Revenue Report

## Transportation Fund

40

Function 1000 Instruction  
 Function 1112 Reading IMP

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	B - A Budget Balance Revenue	A / B % of Budget	State Account Number
40-111200-1	FIRST PRIOR YR LEVY TRAN	\$251.07	\$120,258.70	\$279,900.00	\$159,641.30	42.96	40-1112
<b>1112</b>	<b>Reading IMP</b>	251.07	120,258.70	279,900.00	159,641.30	42.96	** Function
40-112200-1	1ST PRIOR YR LEVY-TORT	\$0.00	\$0.00	\$0.00	\$0.00	0.00	40-1122
<b>1120</b>	<b>Middle-Junior High</b>	0.00	0.00	0.00	0.00	0.00	** Function
40-123000-1	CORP REPLACEMNT PROP TAX	\$0.00	\$0.00	\$100,000.00	\$100,000.00	0.00	40-1230
<b>1225</b>	<b>Special Education Programs Pre-K</b>	0.00	0.00	100,000.00	100,000.00	0.00	** Function
40-144100-1	ORPHANAGE TRANS REIMB	\$0.00	\$0.00	\$0.00	\$0.00	0.00	40-1441
<b>1421</b>	<b>Home Ec Occupations</b>	0.00	0.00	0.00	0.00	0.00	** Function
40-151100-1	TRANSP-INT	\$344.81	\$528.81	\$1,000.00	\$471.19	52.88	40-1511
<b>1502</b>	<b>Music</b>	344.81	528.81	1,000.00	471.19	52.88	** Function
40-195000-1	REFUND TRANSP	\$0.00	\$0.00	\$0.00	\$0.00	0.00	40-1950
40-199900-1	OTHER LOCAL REVENUE	\$2,084.05	\$2,084.05	\$4,000.00	\$1,915.95	52.10	40-1999
<b>1922</b>	<b>Truants Alternative/Optional Educat</b>	2,084.05	2,084.05	4,000.00	1,915.95	52.10	** Function
<b>1000</b>	<b>Instruction</b>	2,679.93	122,871.56	384,900.00	262,028.44	31.92	* Function
40-350000-1	REG TRANSPORTATION AID	\$0.00	\$144,101.34	\$194,500.00	\$50,398.66	74.09	40-3500
40-350500-1	VOC TRANSPORTATION AID	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.00	40-3505
40-351000-1	SP ED TRANSPORTATION AID	\$0.00	\$41,955.40	\$116,700.00	\$74,744.60	35.95	40-3510
40-351100-1	OTHER STATE REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00	40-3511
<b>3500</b>	<b>Custody/Child Care Serv</b>	0.00	186,056.74	319,200.00	133,143.26	58.29	** Function
40-370500-26	ECE TRANSPORTATION	\$0.00	\$0.00	\$9,213.00	\$9,213.00	0.00	40-3705
<b>3700</b>	<b>Nonpublic School Pupils</b>	0.00	0.00	9,213.00	9,213.00	0.00	** Function
<b>3000</b>	<b>Community Services</b>	0.00	186,056.74	328,413.00	142,356.26	56.65	* Function
40-713000-1	PERMANENT TRANSFER	\$0.00	\$0.00	\$0.00	\$0.00	0.00	40-7130-1
<b>7120</b>	<b>Perm Trnf from W/C</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	0.00	* Function
<b>40</b>	<b>Transportation Fund</b>	2,679.93	308,928.30	713,313.00	404,384.70	43.31	Fund

# Revenue Report

## I.M.R.F./Soc. Sec. Fund

50

Function 1000 Instruction  
 Function 1112 Reading IMP

		A	B	B - A	A / B		
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
50-111200-1	FIRST PRIOR YR LEVY-IMRF	\$18.78	\$10,125.36	\$20,000.00	\$9,874.64	50.63	50-1112
50-111201-1	FIRST PRIOR YR-SS	\$0.00	\$0.00	\$0.00	\$0.00	0.00	50-1112
<b>1112</b>	<b>Reading IMP</b>	18.78	10,125.36	20,000.00	9,874.64	50.63	** Function
50-111500-1	MEDICARE-FIRST PRIOR YR	\$0.00	\$0.00	\$0.00	\$0.00	0.00	50-1115
<b>1115</b>	<b>MUSIC</b>	0.00	0.00	0.00	0.00	0.00	** Function
50-115000-1	FIRST PRIOR YR-S S	\$131.05	\$70,880.83	\$140,000.00	\$69,119.17	50.63	50-1150
<b>1140</b>	<b>Accelerated Reading Program</b>	131.05	70,880.83	140,000.00	69,119.17	50.63	** Function
50-123000-1	CORP PERS PROP REPL TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00	50-1230
<b>1225</b>	<b>Special Education Programs Pre-K</b>	0.00	0.00	0.00	0.00	0.00	** Function
50-151100-1	IMRF-INT	\$353.14	\$576.55	\$1,500.00	\$923.45	38.44	50-1511
<b>1502</b>	<b>Music</b>	353.14	576.55	1,500.00	923.45	38.44	** Function
50-199900-1	OTHER LOCAL REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00	50-1999
<b>1922</b>	<b>Truants Alternative/Optional Educat</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>1000</b>	<b>Instruction</b>	502.97	81,582.74	161,500.00	79,917.26	50.52	* Function
<b>50</b>	<b>I.M.R.F./Soc. Sec. Fund</b>	502.97	81,582.74	161,500.00	79,917.26	50.52	Fund

# Revenue Report

## Capital Projects Fund or Fund Group

60

Function 1000 Instruction  
 Function 1112 Reading IMP

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	B - A Budget Balance Revenue	A / B % of Budget	State Account Number
60-111200-1	FIRST PRIOR CAP PROJ	\$0.00	\$0.00	\$0.00	\$0.00	0.00	60-1112
<b>1112</b>	<b>Reading IMP</b>	0.00	0.00	0.00	0.00	0.00	** Function
60-151100-1	INTEREST-CAP PROJ	\$853.64	\$2,349.76	\$2,000.00	(\$349.76)	117.49	60-1511
<b>1502</b>	<b>Music</b>	853.64	2,349.76	2,000.00	(349.76)	117.49	** Function
60-195000-1	REFUND PRIOR YR EXP	\$0.00	\$0.00	\$0.00	\$0.00	0.00	60-1950
60-199900-1	OTHER LOCAL REV CAP PROJ	\$0.00	\$0.00	\$0.00	\$0.00	0.00	60-1999
<b>1922</b>	<b>Truants Alternative/Optional Educat</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>1000</b>	<b>Instruction</b>	853.64	2,349.76	2,000.00	(349.76)	117.49	* Function
60-392000-1	INFRA IMPROVE-PLAN/CONST	\$0.00	\$0.00	\$0.00	\$0.00	0.00	60-3920
<b>3900</b>	<b>Other Community Services</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>3000</b>	<b>Community Services</b>	0.00	0.00	0.00	0.00	0.00	* Function
60-780000-1	IEMA/CDB TRANSFER	\$0.00	\$0.00	\$0.00	\$0.00	0.00	60-7800
<b>7120</b>	<b>Perm Trnf from W/C</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	0.00	* Function
<b>60</b>	<b>Capital Projects Fund or Fund Group</b>	853.64	2,349.76	2,000.00	(349.76)	117.49	Fund

# Revenue Report

## Working Cash Fund

70

Function 1000 Instruction  
 Function 1112 Reading IMP

		A	B	B - A	A / B		
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance	% of Budget	State Account Number
70-111200-1	FIRST PRIOR YR WRKG CASH	\$59.26	\$30,162.47	\$64,800.00	\$34,637.53	46.55	70-1112
<b>1112</b>	<b>Reading IMP</b>	59.26	30,162.47	64,800.00	34,637.53	46.55	** Function
70-151100-1	WC-INT	\$1,483.02	\$2,137.65	\$38,000.00	\$35,862.35	5.63	70-1511
<b>1502</b>	<b>Music</b>	1,483.02	2,137.65	38,000.00	35,862.35	5.63	** Function
<b>1000</b>	<b>Instruction</b>	1,542.28	32,300.12	102,800.00	70,499.88	31.42	* Function
70-721000-1	PRINCIPAL ON BONDS SOLD	\$0.00	\$0.00	\$0.00	\$0.00	0.00	70-7210
<b>7120</b>	<b>Perm Trnf from W/C</b>	0.00	0.00	0.00	0.00	0.00	** Function
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	0.00	* Function
<b>70</b>	<b>Working Cash Fund</b>	1,542.28	32,300.12	102,800.00	70,499.88	31.42	Fund

# Revenue Report

## Tort Immunity and Judgment Fund

80

Function 1000 Instruction  
 Function 1112 Reading IMP

		A	B	B - A	A / B	
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance	State Account Number
80-111200-1	FIRST PRIOR YEAR LEVY	\$0.00	\$0.00	\$0.00	\$0.00	80-1112
<b>1112</b>	<b>Reading IMP</b>	0.00	0.00	0.00	0.00	** Function
80-151100-1	TORT-INTEREST	\$447.55	\$1,378.20	\$3,500.00	\$2,121.80	80-1511
<b>1502</b>	<b>Music</b>	447.55	1,378.20	3,500.00	2,121.80	** Function
80-195000-1	REFUND PRIOR YR EXP	\$415.00	\$415.00	\$0.00	(\$415.00)	80-1950
80-199900-1	OTHER LOCAL REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	80-1999
<b>1922</b>	<b>Truants Alternative/Optional Educat</b>	415.00	415.00	0.00	(415.00)	** Function
<b>1000</b>	<b>Instruction</b>	862.55	1,793.20	3,500.00	1,706.80	* Function
<b>80</b>	<b>Tort Immunity and Judgment Fund</b>	862.55	1,793.20	3,500.00	1,706.80	Fund

# Revenue Report

## Fire Prevention/Life Safety

Function 1000 Instruction  
 Function 1112 Reading IMP

90

		A	B	B - A	A / B	
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance	State Account Number
90-111200-1	FIRST PRIOR YEAR LEVY L/	\$59.26	\$30,162.50	\$64,800.00	\$34,637.50	90-1112
<b>1112</b>	<b>Reading IMP</b>	59.26	30,162.50	64,800.00	34,637.50	** Function
90-123000-1	L/S CORP REPL TAX	\$0.00	\$0.00	\$150,000.00	\$150,000.00	90-1230
<b>1225</b>	<b>Special Education Programs Pre-K</b>	0.00	0.00	150,000.00	150,000.00	** Function
90-151100-1	LS-INT ON INVESTMENTS	\$224.90	\$342.34	\$2,000.00	\$1,657.66	90-1511
<b>1502</b>	<b>Music</b>	224.90	342.34	2,000.00	1,657.66	** Function
90-199900-1	OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	90-1999
<b>1922</b>	<b>Truants Alternative/Optional Educat</b>	0.00	0.00	0.00	0.00	** Function
<b>1000</b>	<b>Instruction</b>	284.16	30,504.84	216,800.00	186,295.16	* Function
90-712000-1	TRANSFER FROM W/C	\$0.00	\$0.00	\$0.00	\$0.00	90-7120
90-721000-1	SALE OF BONDS	\$0.00	\$0.00	\$0.00	\$0.00	90-7210
<b>7120</b>	<b>Perm Trnf from W/C</b>	0.00	0.00	0.00	0.00	** Function
<b>6000</b>	<b>Provision For Contingencs</b>	0.00	0.00	0.00	0.00	* Function
<b>90</b>	<b>Fire Prevention/Life Safety</b>	284.16	30,504.84	216,800.00	186,295.16	Fund
<b>Report Total:</b>		269,832.94	3,320,474.34	9,931,737.00	6,611,262.66	33.43



**Putnam County Primary School**

**400 E. Silverspoon Ave.  
Granville, IL 61326**

**Phone Number 1-815-882-2800  
Fax Number 1-815-882-2801**

**ACTIVITY FUND REPORT JUNE**

September 3, 2010

Beginning Balance May 1, 2010 \$4508.79

DEPOSITS \$37.00  
6/4 – Soda

EXPENDITURES -\$479.05  
Check# 536 – 6/9 -\$285.00 to Rochester 100 – Take Home  
Folders for K-2  
Check# 537 – 6/9 - \$194.05 to Pepsi Americas for Soda

Ending Balance June 30, 2010 \$4066.74

***Where all students will learn and succeed and all means ALL  
Principal—Mrs. Kristal LeRette  
Secretary—Mrs. Brenda Schmidt***





**Putnam County Primary School**

**400 E. Silverspoon Ave.  
Granville, IL 61326**

**Phone Number 1-815-882-2800  
Fax Number 1-815-882-2801**

**ACTIVITY FUND REPORT AUGUST**

September 3, 2010

Beginning Balance August 1, 2010 \$4066.74

DEPOSITS \$459.67  
8/20 – \$64.75 – soda & \$394.92 - Lifetouch

EXPENDITURES -\$0.00

Ending Balance August 31, 2010 \$4526.41

***Where all students will learn and succeed and all means ALL  
Principal—Mrs. Kristal LeRette  
Secretary—Mrs. Brenda Schmidt***



PCES Imprest Fund Report August 2010

Maximum Balance	\$1,500.00
Less Expenditures	65.52
Request for Reimbursement	65.52
Attain Maximum Balance	\$1,500.00

**Deposits**

8 06.2010 Reimbursement for May \$100.00

**Expenditures**

8.18.2010 Check #3070-Patricia Herbolsheimer \$55.00  
Registration fees refunded due to  
Cancellation of attendance

8.27.2010 Check #3071-Hennepin Post office 10.52  
Mail records for transfer students

Total Expenditures \$62.52

Total Request for Reimbursement \$62.52

PCES Activity Fund Report August 2010

Ending Balance 6.30..2010	\$8,543.11
Beginning Balance 8.01.2010	\$8,543.11

**Deposits**

8.06.2010	Lifetouch	498.96
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**Expenditures**

8.25.2010	#1041-PCHS PC Board Character Counts	250.00
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8.01.2010	#1042-Mike McCann Field Day Activities	32.14
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8.25.2010	#1043-PCJH PC Board Character Counts	250.00
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8.25.2010	#1044-PCPS PC Board Character Counts	<u>250.00</u>
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Total Expenditures	\$ 782.14
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Ending Balance	\$8,259.93
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Putnam County Junior High School  
 Imprest Fund  
 August, 2010  
 Account #010-146

Beginning Balance	\$ 2,605.88
Replenishment Request	<u>194.12</u>
Attain Maximum Balance	\$ 2,800.00
Less Expenditures	<u>\$ 2,383.17</u>
Balance	\$ 416.83
Replenishment Request	<u>\$ 2,383.17</u>
Attain Maximum Balance	\$ 2,800.00

<u>Check</u>	<u>Date</u>	<u>To Whom</u>	<u>Account #</u>	<u>Reason</u>	<u>Amount</u>
4646	08/02	U. S. Postmaster	10-2410-341-1	postage	\$ 8.19
4647	08/09	U. S. postmaster	10-2410-341-1	stamped envelopes	753.60
4648	08/09	U. S. Postmaster	10-2410-341-1	postage	44.00
4649	08/09	Ed Derix	10-1501-319-3	Softball official	40.00
4650	08/09	Keith Dickinson	10-1501-319-3	softball official	40.00
4651	08/10	Ed Derix	10-1501-319-3	softball official	40.00
4652	08/10	Mark Whiting	10-1501-319-3	softball official	40.00
4653	08/13	Keith Dickinson	10-1501-319-3	softball official	70.00
4654	08/13	Ed Derix	10-1501-319-3	softball official	70.00
4655	VOID				
4656	VOID				
4657	08/17	U. S. Postmaster	10-2410-341-1	postage	8.91
4658	08/17	Ed Derix	10-1501-319-3	baseball official	70.00
4659	08/17	Rick Michaels	10-1501-319-3	baseball official	70.00
4660	08/17	U. S. Postmaster	10-2410-341-1	postage	16.72
4661	08/21	Rick Michaels	10-1501-319-3	baseball official	70.00
4662	08/21	Keith Dickinson	10-1501-319-3	baseball official	70.00
4663	08/23	Keith Dickinson	10-1501-319-3	baseball official	40.00
4664	08/23	Ed Derix	10-1501-319-3	baseball official	40.00
4665	08/24	U. S. Postmaster	10-1501-319-3	postage	1.90
4666	08/25	IMEA	10-1502-640-1	music fees	25.00
4667	08/25	Ed Derix	10-1501-319-3	baseball official	40.00
4668	08/25	Rick Michaels	10-1501-319-3	baseball official	40.00
4669	08/26	Ed Derix	10-1501-319-3	baseball official	40.00
4670	08/26	Keith Dickison	10-1501-319-3	Basebell Official	40.00
4671	08/27	Ed Derix	10-1501-319-3	softball official	40.00
4672	08/27	Keith Dickinson	10-1501-319-3	softball official	40.00
4673	08/27	Gary Gerber	10-1501-319-3	baseball official	40.00
4674	08/27	Todd Ryan	10-1501-319-3	baseball official	40.00
4675	08/28	Todd Ryan	10-1501-319-3	baseball official	70.00
4676	08/28	Todd Lefelman	10-1501-319-3	baseball official	70.00
4677	08/28	Brett Doty	10-1501-319-3	softball official	70.00
4678	08/28	Randy Cernovich	10-1501-319-3	softball official	70.00
4679	08/31	Steve Cornaman	10-1501-319-3	baseball official	40.00
4680	08/31	Todd Ryan	10-1501-319-3	baseball official	40.00
4681	08/31	Ed Derix	10-1501-319-3	softball official	40.00
4682	08/31	Rick Michaels	10-1501-319-3	softball official	40.00
4683	08/31	Caseys	10-1120-410-3	open house	104.85

expenditures	2,383.17
Replenishment request	2,383.17

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Carl Carlson, Principal

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Sandra A. Troglio, Secretary

Putnam County Junior High School  
 PCJH Cheerleading  
 August, 2010  
 Account #138-258

Beginning Balance		\$	123.96
Transfers In			00.00
Subtotal			123.96
Less Expenditures			00.00
Balance			123.96

<u>Check#</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
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\_\_\_\_\_  
 Carl Carlson, Principal

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 Sandra A. Troglia, Secretary

Putnam County Junior High School  
 PCJH Girls Athletic Fund  
 August, 2010  
 Account #010-707

Beginning Balance	\$ 2,445.52
Transfers In	<u>1,544.80</u>
Subtotal	3,990.32
Less Expenditures	<u>37.98</u>
Balance	3,952.34

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
349	08/18	Hennepin Food Mart	basketball supplies	\$ 37.98

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 Carl Carlson, Principal

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 Sandra A. Troglio, Secretary

Putnam County Junior High School  
Puma Crew  
August, 2010  
Account #010-561

Beginning Balance	\$ 3,082.90
Transfers In	<u>00.00</u>
Subtotal	3,082.90
Less Expenditures	<u>00.00</u>
Balance	3,082.90

To Whom

Reason

Amount

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Carl Carlson, Principal

\_\_\_\_\_  
Ann Maller, Advisor

Putnam County Junior High School  
 PCJH Staff Soda  
 August, 2010  
 Account #010-650

Beginning Balance		\$ 3,563.78
Transfers In		<u>927.06</u>
Subtotal		4,490.84
Less Expenditures		<u>498.12</u>
Balance		3,992.72

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
1088	08/18	Tonis' Flowers	graduation flowers	\$ 322.00
1089	08/20	Master Card	Hundley open House	63.32
1090	08/26	Hinckley Springs	water	52.80
1091	08/31	Graphic Electronics	Hundley plaque	60.00

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 Carl Carlson, Principal

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 Sandra A. Troglio, Secretary

Putnam County Junior High School  
 Student Council  
 August, 2010  
 Account #138-096

Beginning Balance	\$2,709.67
Transfers In	<u>64.00</u>
Subtotal	\$2,773.67
Less Expenditures	<u>671.00</u>
Balance	\$2,102.67

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
819	8-17	PCJH	cash for money box	\$110.00
820	8-19	Stretch Text	book covers	\$561.00

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Carl Carlson, Principal

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Amy Darrah, Sponsor

Putnam County Junior High School  
 PCJH Activity Fund  
 August, 2010

<u>Account name &amp; #</u>	<u>Beginning Bal</u>	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Ending Bal.</u>
PCJH Cheerleading 138-258	\$ 123.96	00.00	00.00	\$ 123.96
PCJH Girls Athletic 010-707	2,445.52	1,544.80	37.98	3,952.34
PCJH Puma Crew 010-561	3,082.90	00.00	00.00	3,082.90
Staff Soda 010-650	3,563.78	927.06	498.12	3,992.72
PCJH Student Council 138-096	2,709.67	64.00	671.00	2,102.67

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 Carl Carlson, Principal

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 Sandra A. Troglio, Secretary

PUTNAM COUNTY HIGH SCHOOL

Imprest Fund

Bob Peterson, Principal

Balance Balance June 30, 2010	\$2926.20
Replenishment Requested	\$2073.80
Maximum Balance	\$5000.00
July and August Expenditures	\$ 771.00
Balance August 31, 2010	\$4229.00
Replenishment Requested	\$ 771.00
<b>Attain Maximum Balance</b>	<b>\$5000.00</b>

EXPENDITURES

LEASE	LEASE Block Grant	WS Registration	
\$195.00			
Ralph Wedekind 15.00	10-179000-8	Refund PE Shorts	\$
Stephanie Fusinato 23.00	10-179000-8	Refund PE Uniform	\$
Loretta Brandstatter 20.50	10-179000-8	Refund PE Uniform	\$
Donna Bennett 20.00	10-172000-1	Refund Vocational Fee	\$
Tuesday Croisant 40.00	10-172000-2	Refund Sports Fee	\$
Governors State University 7.50	10-2120-332-1	WS Registration	\$
John Johnston \$100.00	10-1501-319-2	BB Umpire	
Luke Tunkard \$100.00	10-1501-319-2	BB Umpire	
Streator High School \$100.00	10-1501-640-2	Golf Invitational	
Dave Biama 75.00	10-1501-319-2	VB Official	\$
Russ Naaktaboren 75.00	10-1501-319-2	VB Official	\$

**TOTAL EXPENDITURES \$771.00**

From: 08/01/2010  
To : 08/31/2010

## General Ledger Report

From Account: 100  
To Account: 992

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000100 Office	1209.98	250.00	-64.09	0.00	1395.89	0.00	1395.89
000102 Office Adjustment	0.03	0.00	0.00	0.00	0.03	0.00	0.03
000105 Adult Education	37.48	0.00	0.00	0.00	37.48	0.00	37.48
000110 Condolence	36.64	80.00	0.00	0.00	116.64	0.00	116.64
000120 Baseball	116.87	0.00	0.00	0.00	116.87	0.00	116.87
000125 Girl's Softball	481.18	0.00	-480.00	0.00	1.18	0.00	1.18
000130 PC Enterprises	139.57	0.00	0.00	0.00	139.57	0.00	139.57
000135 Golf	979.58	0.00	-405.52	0.00	574.06	0.00	574.06
000140 Scholastic Bowl	213.63	0.00	0.00	0.00	213.63	0.00	213.63
000150 Interact Club	1883.52	50.00	0.00	0.00	1933.52	0.00	1933.52
000155 Art	153.49	0.00	0.00	0.00	153.49	0.00	153.49
000200 Athletic	1368.74	0.00	0.00	0.00	1368.74	0.00	1368.74
000210 Cable Club	2116.64	0.00	0.00	0.00	2116.64	0.00	2116.64
000220 Track	142.45	0.00	0.00	0.00	142.45	0.00	142.45
000300 Journalism	1372.17	0.00	-40.00	0.00	1332.17	0.00	1332.17
000310 Oldies Club	106.17	0.00	0.00	0.00	106.17	0.00	106.17
000320 Girl's Basketball	842.60	0.00	0.00	0.00	842.60	0.00	842.60
000325 Boy's Basketball	166.19	1108.00	-681.00	0.00	593.19	0.00	593.19
000330 Student Council	2567.29	0.00	-847.39	0.00	1719.90	0.00	1719.90
000340 N.H.S.	3092.43	0.00	0.00	0.00	3092.43	0.00	3092.43
000345 Scholarship	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000350 Landscaping	365.00	3.73	0.00	0.00	368.73	0.00	368.73
000360 FFA	0.56	888.00	-752.24	0.00	136.32	0.00	136.32
000365 Greenhouse Project	300.00	0.00	0.00	0.00	300.00	0.00	300.00
000370 Cheerleading	824.76	350.00	-642.00	0.00	532.76	0.00	532.76
000380 Panteras	487.70	100.00	-438.00	0.00	149.70	0.00	149.70
000390 Media Club	1411.73	0.00	0.00	0.00	1411.73	0.00	1411.73
000395 Computer Club	333.40	0.00	0.00	0.00	333.40	0.00	333.40
000400 Tournament Athletics	222.08	0.00	0.00	0.00	222.08	0.00	222.08
000410 Thespians	1051.98	0.00	0.00	0.00	1051.98	0.00	1051.98
000420 Science Club	201.70	0.00	0.00	0.00	201.70	0.00	201.70
000430 Music (Band)	198.06	0.00	0.00	0.00	198.06	0.00	198.06
000440 Music (Chorus)	95.16	0.00	0.00	0.00	95.16	0.00	95.16
000500 Class of 2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000510 Message Board	55.84	0.00	0.00	0.00	55.84	0.00	55.84
000520 Class of 2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000530 Class of 2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00
000540 Volleyball	993.78	2581.50	-2608.27	0.00	967.01	0.00	967.01

From: 08/01/2010  
 To : 08/31/2010

## General Ledger Report

From Account: 100  
 To Account: 992

Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	Payables	Working
000550 Class of 2009	445.18	0.00	0.00	0.00	445.18	0.00	445.18
000560 Class of 2010	-0.03	0.00	0.00	0.00	-0.03	0.00	-0.03
000570 Class of 2012	858.38	0.00	0.00	0.00	858.38	0.00	858.38
000580 Class of 2011	3623.62	0.00	0.00	0.00	3623.62	0.00	3623.62
000590 Class of 2013	254.47	0.00	0.00	0.00	254.47	0.00	254.47
	-----	-----	-----	-----	-----	-----	-----
Group Total	28750.02	5411.23	-6958.51	0.00	27202.74	0.00	27202.74
	-----	-----	-----	-----	-----	-----	-----
Grand Total	28750.02	5411.23	-6958.51	0.00	27202.74	0.00	27202.74

SUPERINTENDENT IMPREST  
August, 2010

BANK BALANCE	870.12
REPLENISHMENT REQUEST	<u>1129.88</u>
BANK BALANCE	2000.00

2722	10-2320-341-1	Postmaster – Postage	5.70
2723	10-2310-410-6	Pagan’s – Lunch Registration Day	122.13
2724	20-2542-321-1	Otto’s Memorial – Hopkins Garden	300.00
2725	10-2310-410-6	Pagan’s – Opening Day Lunch	540.00
2726	10-199900-1	Conseco	44.30
2727	10-2310-640-6	IL State Police – Fingerprinting	78.50
2728	10-2310-640-6	IL State Police – Fingerprinting	<u>39.25</u>

TOTAL	1129.88
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Putnam County Comm. Unit School Dist. # 535  
Treasurers Report  
August 31, 2010

<b>PAGE 1 OF 2</b>	<b>EDUCATION</b>	<b>O/M</b>	<b>TRANSPORT</b>	<b>IMRF</b>	<b>C/P</b>	<b>W/C</b>	<b>TORT</b>	<b>L/S</b>	<b>TOTALS</b>
<b>Cash/Invest. Begin Month</b>	<b>\$4,145,620.51</b>	<b>\$2,292,083.72</b>	<b>\$410,910.77</b>	<b>\$329,479.79</b>	<b>\$1,028,514.56</b>	<b>\$1,825,628.60</b>	<b>\$429,304.23</b>	<b>\$54,976.59</b>	<b>\$10,516,518.77</b>
<b>Receipts</b>	<b>\$258,059.34</b>	<b>\$5,048.07</b>	<b>\$2,679.93</b>	<b>\$502.97</b>	<b>\$853.64</b>	<b>\$1,542.28</b>	<b>\$862.55</b>	<b>\$284.16</b>	<b>\$269,832.94</b>
<b>Disbursements</b>	<b>\$523,091.98</b>	<b>\$78,261.65</b>	<b>\$11,175.32</b>	<b>\$18,237.68</b>	<b>\$265,648.50</b>	<b>\$0.00</b>	<b>\$59,349.27</b>	<b>\$0.00</b>	<b>\$955,764.40</b>
<b>Cash/Investments End Month</b>	<b>\$3,880,587.87</b>	<b>\$2,218,870.14</b>	<b>\$402,415.38</b>	<b>\$311,745.08</b>	<b>\$763,719.70</b>	<b>\$1,827,170.88</b>	<b>\$370,817.51</b>	<b>\$55,260.75</b>	<b>\$9,830,587.31</b>
<b>CASH IN BANKS</b>									
<b>Granville National Bank</b>	<b>\$21,105.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,105.50</b>
<b>First State Bank</b>	<b>\$9,480.31</b>	<b>\$158,392.86</b>	<b>(\$69.48)</b>	<b>\$0.00</b>	<b>\$15,975.12</b>	<b>(\$13,983.08)</b>	<b>\$440.00</b>	<b>(\$120,000.00)</b>	<b>\$50,235.73</b>
<b>North Central Bank</b>	<b>\$10,161.85</b>	<b>\$35,956.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$46,118.10</b>
<b>Total Cash in Banks</b>	<b>\$40,747.66</b>	<b>\$194,349.11</b>	<b>(\$69.48)</b>	<b>\$0.00</b>	<b>\$15,975.12</b>	<b>(\$13,983.08)</b>	<b>\$440.00</b>	<b>(\$120,000.00)</b>	<b>\$117,459.33</b>
<b>MONEY MARKET ACCTS.</b>									
<b>Granville National Bank</b>	<b>\$448,872.20</b>	<b>\$13,252.30</b>	<b>\$6,034.96</b>	<b>\$0.00</b>	<b>\$20,588.84</b>	<b>\$19,959.84</b>	<b>\$8,828.25</b>	<b>\$6,103.47</b>	<b>\$523,639.86</b>
Rate 0.70%									
<b>First State Bank</b>	<b>\$1,726,613.62</b>	<b>\$746,244.89</b>	<b>\$165,244.19</b>	<b>\$101,558.62</b>	<b>\$726,821.90</b>	<b>\$637,832.19</b>	<b>\$334,790.30</b>	<b>\$41,398.33</b>	<b>\$4,480,504.04</b>
Rate 1.50%									
<b>North Central Bank</b>	<b>\$1,650,073.85</b>	<b>\$702,838.92</b>	<b>\$231,205.73</b>	<b>\$108,224.75</b>	<b>\$333.84</b>	<b>\$6,343.96</b>	<b>\$26,758.96</b>	<b>\$81,895.76</b>	<b>\$2,807,675.77</b>
Rate 1.50%									
<b>Illinois Funds</b>									<b>\$0.00</b>
Rate 0.0%									
<b>Total Money Market Accts</b>	<b>\$3,825,559.67</b>	<b>\$1,462,336.11</b>	<b>\$402,484.88</b>	<b>\$209,783.37</b>	<b>\$747,744.58</b>	<b>\$664,135.99</b>	<b>\$370,377.51</b>	<b>\$129,397.56</b>	<b>\$7,811,819.67</b>
<b>C/D INVESTMENTS</b>									
<b>Granville National Bank</b>									<b>\$0.00</b>
									<b>\$0.00</b>
									<b>\$0.00</b>
									<b>\$0.00</b>

Putnam County Comm. Unit School Dist. # 535  
Treasurers Report  
August 31, 2010

PAGE 2 OF 2									\$0.00
	EDUCATION	O/M	TRANSPORT	IMRF	C/P	W/C	TORT	L/S	TOTALS
<b>First State Bank</b>									
21260 02/22/10 1.85%		\$56,098.54		\$101,961.73				\$45,863.17	\$203,923.44
22806 08/20/10 1.40%						\$469,230.90			\$469,230.90
22807 07/20/10 1.40%									\$0.00
22855 05/19/10 1.17%									\$0.00
22856 11/19/10 1.63%									\$0.00
									\$0.00
<b>North Central Bank</b>									
38420 03/01/10 1.70%						\$323,132.35			\$323,132.35
38648 01/27/11 1.85%						\$183,699.53			\$183,699.53
38681 09/17/10 1.46%						\$200,955.14			\$200,955.14
		\$502,585.82							\$502,585.82
									\$0.00
<b>Auditor Adjustments</b>									
									\$0.00
<b>Tree Fund</b>									
		\$3,500.56							\$3,500.56
<b>Assets</b>									
	\$14,007.31								\$14,007.31
<b>Adjustments</b>									
	\$20.85		(\$0.02)	(\$0.02)		\$0.05		\$0.02	\$20.88
<b>Liabilities</b>									
	\$252.38								\$252.38
<b>TOTAL CASH &amp; INVESTMENTS</b>									
	\$3,880,587.87	\$2,218,870.14	\$402,415.38	\$311,745.08	\$763,719.70	\$1,827,170.88	\$370,817.51	\$55,260.75	\$9,830,587.31

CERTIFIED CORRECT

*Alvin F. Rolando*

08/31/10

**Principal's Report**  
**Prepared by Carl Carlson**  
**Putnam County Junior High**  
**September 6, 2010**

As I write this, it is amazing to think that the mid-term for the first quarter is Friday, September 10, 2010. The beginning of the school year at PCJH has been pretty smooth as everyone seems to have settled into their routines. We will send out grade notices the week of September 13<sup>th</sup>. I have received a lot of positive feedback on the district going back to Teacherease from both staff and parents.

Open House

Our Junior High held its Annual Open House on Tuesday, August 31<sup>st</sup> from 6:30-8:00. The attendance was as follows: 6<sup>th</sup> grade had 27 out of 64 represented for 42%. 7<sup>th</sup> grade had 15 out of 58 represented for 26%, and 8<sup>th</sup> grade had 14 out of 62 for 23%. Overall, this broke down into 56 out of 184 represented for 30%. Attendance continues to be a concern as this was a 4% drop from last year. We followed the same format as last year. The groups only rotated three times and listened to the teachers address core subjects in the gym, exploratory and other classes met in the cafeteria, and the third rotation allowed the parents and students to take a tour of the building and classrooms. A majority of the parents, especially those that have attended in previous years, mentioned this format was much more beneficial. The reasoning conveyed to me was that there was more time spent on giving and taking information rather than running between each classroom. Those in attendance commented on how clean and bright the school looked and everyone was impressed with the media center renovation.

Evaluation of Staff

I have developed a schedule for evaluating the certified staff and each staff member will receive a complete packet outlining the requirements of the evaluation process. I am looking to start the evaluations at the beginning of November and conclude the first round prior to the winter break. That will give me enough time to finish the second round before the March school board meeting.

School Improvement

I would like to discuss School Improvement and what our building is looking at doing for the upcoming year. Our school improvement plan is due to the Regional Office by September 30<sup>th</sup>. Our teachers will meet over the course of the next week to analyze the ISAT data from last spring. We will again meet across grade levels and focus on common trends of concern regarding the areas where our students may have scored poorly. As many might know, our building did make AYP and showed growth over the previous year. Our plan is to finalize our building's goals for 2010-2011. Of course, these goals will ultimately tie in with district goals as well.

Currently, our staff utilizes a common TEAM planning time each day. We review student concerns, lesson plans, curriculum mapping, and will be incorporating a dedicated time to review data as well. Our schedule continues to improve and the TEAM

time is invaluable. We will be busy with the curriculum mapping process. However, it is a great time to embark on this task as we analyze our state standards and can incorporate the Core Standards that have been adopted by a majority of the states. This will present the opportunity to evaluate our scope, sequence, and depth in the core content areas. My goal for the TEAM time this year is to make improvements in curriculum, lesson planning, and teaching strategies.

#### Extracurricular Update

The girls' softball team has been having another strong year. They will be starting their Regional play on Saturday, September 11<sup>th</sup> as the number one seed. Putnam County Junior High is serving as the IESA Regional host for the second straight year. Our game will start at 10:00 AM and we play the winner of the Henry and Midland game. The baseball team has been extremely competitive again this year. This year's team consists of a good blend of 7<sup>th</sup> and 8<sup>th</sup> graders. The squad has taken a hit with eligibility this past week. Coach Olson will be having a one day try out with interested sixth graders to fill the void. We are scheduled to play in a 7<sup>th</sup> and 8<sup>th</sup> grade tournament in Morton this Saturday. The baseball team begins Regional play in Metamora either on Tuesday, September 14<sup>th</sup> or Saturday, September 18<sup>th</sup> depending on how the seeding process works out. If we get the #2 seed we would play on Saturday, if we get the #3 seed we will play on that Tuesday. Good luck to each squad as they begin state tournament play!

The girls' basketball practices have started. Like every other year, there is about a three week overlap between softball ending and girls' basketball beginning. The girls not competing in softball have been practicing. Once softball season concludes, the other girls will join the basketball squad. The 5<sup>th</sup>/6<sup>th</sup> girls' basketball team begins their season this Thursday with their first practice. Currently, they have seven games scheduled with the chance of adding one or two more.



**Putnam County Primary School**

*400 E. Silverspoon Ave.  
Granville, IL 61326*

*Phone Number 1-815-882-2800  
Fax Number 1-815-882-2801*

**Board Report for Board Meeting September 20, 2010**

From Kristal LeRette

**Professional Development**

- On October 8<sup>th</sup> the district will be divided into two different in-service trainings. At the Primary School there will be district-wide Non-Violent Physical Crisis Intervention training, and at the High School, the teachers in the district will receive CPR/AED training, as well as suicide prevention training.
- The teachers in the district have received training on the curriculum mapping process. They are currently meeting as teams to discuss and map the district’s curriculum. The Primary School and Elementary School are beginning with reading/language arts, and the Junior High and High School are mapping all of the areas of the curriculum.

There is money being set aside using Title II funds to give the teachers time to work on their curriculum maps.

- Beginning on July 01, 2009, all school districts in the State of Illinois were required to use A WIDA MODEL as a screener for students entering kindergarten to determine students’ English language proficiency and identify students eligible to receive ELL services.

Sue Evans is the Primary School ELL teacher. She just recently became certified to use the WIDA MODEL and is using this screener for the 2010-2011 school year.

Sue Evans will also be attending an ELL professional development conference this school year.

- Melissa Groot is the district’s new LEASE coordinator. She is currently working with Primary School and Mr. Randolph on its AIMSWEB benchmarking and progress monitoring. Money is being set aside using Title II funds to allow each building to have teachers trained in using AIMSWEB and its website components. Although the district is using AIMSWEB for benchmarking and progress monitoring, the administrators and teachers still need to be trained.

**Grants**

- The Early Childhood Grant has recently been completed and submitted.
- As you can see from the chart below, the district is losing \$40,000 in comparison to last year’s amounts.

Year	Amount Awarded
2005-2006	\$165,977
2006-2007	\$167,637
2007-2008	\$172,666
2008-2009	\$176,119
2009-2010	\$198,507
2010-2011	\$158,507

*Where all students will learn and succeed and all means ALL  
Principal—Mrs. Kristal LeRette  
Secretary—Mrs. Brenda Schmidt*

- I am in the process of completing the NCLB Consolidated Application Grant, which includes Title I, Title II, Title IID, Title IV, and Title V monies.
- As you can see from the chart below, the district is losing \$4510 in comparison to last year's amounts.
- Title I is used for the district's Title I teachers and their professional development, Title II is used for professional development, Title IID was used for technology, Title IV was used for drug education and interventions, and Title V was used for the district's Character Counts programs.

<b>Year</b>	<b>Title I</b>	<b>Title II</b>	<b>Title IID</b>	<b>Title IV</b>	<b>Title V</b>
2005-2006	\$134,135	\$37,471	\$1922	\$3861	\$2741
2006-2007	\$115,481	\$36,172	\$1063	\$2900	\$1468
2007-2008	\$96,592	\$36,000	\$1025	\$2858	1260
2008-2009	\$109,113	\$36,524	\$1912	\$2298	0
2009-2010	\$98,928	\$36,590	\$841	\$2392	0
2010-2011	\$97,721	\$36,520	\$0	\$0	0

### **In the Classrooms**

- The Primary School started its new RtI Intervention Plan. Each grade level team is responsible for delivering RtI tier II and tier III interventions, as well as progress monitoring for each group. During intervention time the classroom teachers are also providing enrichment projects and programs for those students not receiving interventions.
- The entire Primary School went through proper behavior training on August 18<sup>th</sup>. The purpose of this training was to go over the school rules by modeling proper behavior in the different areas of the school (hallway, playground, restroom cafeteria). Proper bus behavior was also modeled during this training.

### **Dates To Remember**

- September 21, 2010 Parents' Club meeting 6:30pm
- September 23, 2010 Internal Communications meeting with the Union and Administrative Team 4pm
- September 27, 2010 ISBE meeting with Administrative Team about administrative procedures 9am PCPS
- Fire Prevention Week—October 3-9
- October 10, 2010—Putnam County Citizens Against Cancer Event at the Clover Club NOON

*Where all students will learn and succeed and all means ALL*  
*Principal—Mrs. Kristal LeRette*  
*Secretary—Mrs. Brenda Schmidt*

### Big Band Era Returns

This year fifth graders at Putnam County Elementary have the opportunity to participate in a much expanded instrumental program. Beginning this year, Natalie Hulstrom, High School Band Director, is assigned to instruct our elementary school band students. Miss Hulstrom is at the elementary building from 10:45 until 12:00 five days a week to provide small group lessons and band instruction. That's a total of six hours and fifteen minutes weekly compared to only one hour weekly in the recent past. This expanded band program has caught the attention of many students. At the current time there are forty fifth graders participating in band. That is outstanding.



### Silly Bandz Ban

Parents, please have your children keep their Silly Banz collection home. Silly Banz have become very popular with students and are fun to trade and display. Unfortunately, they have also become a great distraction for a significant number of students as well. Silly Banz are bracelet-like rubber bands worn on the wrist. When they lay flat they reveal the shapes of animals, musical instruments, and countless other objects.

Silly Banz have become so popular that they were a feature article in the fourth grade edition of Weekly Reader News, a nationally published school news magazine. The article, "Rubber Ban, Should Schools Ban Silly Banz?" illustrates the two opposing views, as presented by two fourth grade students. This national trend has not been lost on our students. Unfortunately, Silly Banz have become a major distraction in the classroom. They have also become a source of conflict in the lunchroom and playground.

Please support the school and remind your children that their Silly Banz will be confiscated by their teacher if they bring them to school.



### New Program for Open House a Great Success

Putnam County Elementary faculty and staff have received countless positive comments and compliments about the Open House held Thursday, September 2, 2010. This year's program saw many changes. Parents and students at all three grades levels were invited to attend at their leisure between 5:00 and 6:30 PM. They had two prime objectives that evening. Their first goal was to visit the classroom, meet the new teacher, and display their desk and locker. Exploring the building and visiting other areas of the school that students come into contact daily was the second goal. This was especially important for the third grade students as there have been a lot of changes to the



building since they last attended school here.

To add some fun and challenge to the program, each student was given a diagram of the building when they arrived. Beginning with their classrooms, students received a sticker to place on their chart. Each time they visited a particular area of the school during their travels another sticker was added. When a sufficient number of stickers collected, students brought their charts to the gym and received a special pencil.

Students, their siblings, and parents had many places to explore including; the media center, computer lab, music and band room, Title Reading, Special Education, PE, and the Hennepin Room. Several community guests provided informational displays in the gym. Our community guests included; Kim McKee and Haley Anderson from North Central Bank (Super Savers Program), Randie Dellatori and Mary Alice Steck from the Putnam County Library District, Anita Wilkinson from the Marshall-Putnam Cooperative Extension Service, Mary Ann Magnuson from Character Counts, and Sharon Petersen who hosted the Hennepin Historical Society Room.



The Elementary School was a Bee-Hive of activity during our Open House program this year. Everyone enjoyed the informal and interactive atmosphere of the new format. Thank you to the faculty and staff for their presence and hard work. A special thank you to our community guests who presented exceptional informational booths for everyone, and finally to all the students and parents who attended their Open House.

### Time to Review the Dress Code

School has been in session for four weeks. The days are getting shorter, the temperatures a little lower, and everyone is just about settled in. I would like to take this opportunity to encourage parents to help their children make appropriate choices when they choose their clothing for the school day. Two articles of clothing in particular can be problematic during this time of year. Shorts are required to be at mid thigh length. A good rule to follow is this, when standing with arms at their side, shorts should be at or near the finger tips. Any shorter and the student's modesty is compromised, especially during recess and PE. Also, shirts and tops should have a shoulder band width of at least one and one-half inch.

## **September Principal Report 9/20/10**

The 2010-11 high school has gotten off to a great start. I hope you're as excited as I am for the upcoming year. I see us doing great things at PCHS, the dual credit class continues ( Philosophy) with IVCC is up and running well. The Teacherease grading system is up and running. The teachers are very happy to have teacherease back. The first midterm was September 10. Progress reports were sent home to all parents. Checking student grades I believe our students and teachers are off to a good start. Our building looks great, hats off to our custodial staff!!!

### **Enrollment**

The enrollment at the high school is 284. We have 75 freshman, 69 sophomores, 68 juniors, and 72 seniors. We have a total of 29 Lostant students.

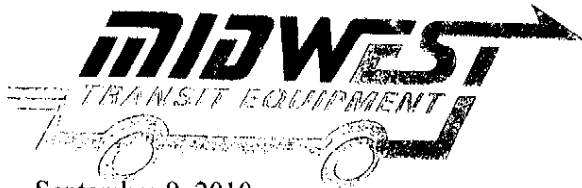
### **Sports**

The fall sports season is off and running. We have a good number of student athletes out for our fall season: Cross Country- 10, Golf- 10, Baseball- 28, Volleyball- 32, and Total- 80.

Our fall sports season runs from August to November. We also have a total of 208 students in our random drug testing pool.

### **Faculty Updates**

I feel we have a strong staff that has gotten off to a good start. Mr. Nauman our new teacher has shown the characteristics needed to be a great teacher. He teaches with the thought, what is best for kids. If he continues to use that thought process, he will do very well. Teacher evaluations will start the week of the 21<sup>st</sup>. We have 7 non-tenured teachers as well as 9 tenured teachers to evaluate.



Midwest Transit Equipment, Inc.  
146 W. Issert Drive • P.O. Box  
Kankakee, IL 60901  
(800) 933-2412

September 9, 2010

Jay McCracken, Superintendent  
Putnam County C.U.S.D. # 535  
400 East Silverspoon Avenue  
Granville, IL 61326

Dear Mr. McCracken,

We are pleased to quote you on the following activity bus for the 2010-2011 school years. The district will be responsible for all manufacturers recommended maintenance, and all repairs not covered under warranty.

(1) 2009 one year old Chevrolet/Collins 14 passenger multi-function school activity bus as per the attached specifications.

Annual lease payments :

For three years- \$6,701.00 due on delivery followed by two annual payments or the same amount due on the one year anniversary dates of the previous payment. Delivery can be soon as this unit is in stock. Please note that this bus only has 6,689 miles on it.

We will need a letter on your letterhead requesting a price for a 14 passenger Chevrolet Activity bus to get you all the discounts included in this price.

The lease is based on 13,500 miles per bus per year . At the end of the term, the buses will be returned based on the return guidelines. If there is damage internally or externally, the buses will be repaired and the cost charged to the school. In the event mileage exceeds the above allowable miles per year, the district will be charged back for the mileage overage at \$.35 per mile.

- Taxes are not included if applicable
- Advance invoicing will be sent for the purposes of preparing for payment.
- Bid quote is good for 30 days

Price includes: Lettering – Illinois Inspection – Delivery – License and Title. No two way radios are included.

**PLEASE NOTE:** Midwest Transit Equipment, Inc. is engaged in the business of buying, selling and servicing buses, not leasing them. It has, however, established a relationship with a respected independent leasing company to offer customers who wish to lease buses a convenient and reasonably-priced means of doing so. Accordingly, if you elect to lease buses as contemplated by this Proposal, the leasing company will purchase the buses from Midwest Transit for lease to you, and Midwest Transit can provide you with all warranty and maintenance services.

Thanks again for the opportunity and we look forward to working with you. If you have any questions please do not hesitate to contact me at 1-800-933-2412, by fax at 815-838-2299 or by e-mail at [bruce.kozlowski@midwesttransit.com](mailto:bruce.kozlowski@midwesttransit.com).

Respectfully,

Bruce Kozlowski  
Regional Sales Manager

ONE YEAR OLD  
APPROX 6,689  
MILES

## 2009 CHEVROLET / COLLINS 14 PASS

### CHASSIS

2009 CHEVROLET CG-33503  
139" WHEELBASE  
6.0L V8 GASOLINE ENGINE VORTEC 300 HP  
4-SPEED AUTOMATIC TRANS. W/OVERDRIVE  
POWER STEERING  
TILT STEERING  
CRUISE CONTROL  
POWER BRAKES W/4 WHEEL ABS  
DISC FRONT / REAR BRAKES  
BRAKE WARNING LIGHT  
FRONT STABILIZER BAR  
DRIVE LINE GUARDS  
4,300 # FRONT AXLE CONSTRUCTION  
4,300 # FRONT SPRINGS - COIL TYPE  
8,600 # REAR AXLE - 4.10 RATIO  
8,600 # REAR SPRINGS - PARABOLIC TYPE  
12,300 # GVWR  
FRONT & REAR SHOCK ABSORBERS  
5 - LT225/75R16D ALL SEASON RADIAL TIRES  
16.0 X 6.5 STEEL DISC WHEELS  
STAINLESS STEEL WHEEL LINERS  
DUAL REAR WHEELS  
HEAVY DUTY COOLING  
145 AMP ALTERNATOR  
SINGLE BATTERY - 800 CCA  
33 GALLON FUEL TANK  
HEAT SHIELD - FUEL TANK  
HALOGEN HEAD LAMPS  
DAYTIME RUNNING LIGHTS  
DUAL ELECTRIC HORNS  
AUTOMATIC RESETTING CIRCUIT BREAKERS  
SCHOOL BUS CHASSIS EQUIPMENT  
TINTED / SHADED WINDSHIELD  
TINTED DRIVERS WINDOW  
FRONT HEATER / DEFROSTER  
DRIVERS SUN VISOR  
2 - SPEED INTERMITTENT WIPERS  
HIGH BACK DRIVER SEAT - GRAY VINYL  
ARMREST ON DRIVER DOOR  
12 VOLT POWER SOCKET  
SPEEDOMETER / ODOMETER  
VOLT/METER / FUEL LEVEL GAUGES  
OIL PRESSURE / WATER TEMP. GAUGES  
3 YEAR / 36,000 MILE WARRANTY *REMAINDER OF*  
5 YEAR / 100,000 MILE POWERTRAIN WARRANTY  
FRONT DASH A/C - 15,000 BTU  
REAR WALL MOUNTED A/C  
W/SKIRT MOUNTED CONDENSOR - 40,000 BTU

### BODY

2009 COLLINS SUPER BANTAM - 5 ROW BODY  
FMVSS MFSAB CONSTRUCTION  
75" HEADROOM  
ALUMINUM DRIVER SIDE ENTRANCE STEP  
42" LH ENTRANCE AREA GRAB RAIL  
ACCESS COVER - FUEL SENDER  
MANUAL OPEN-OUT ENTRANCE DOOR 80" X 24"  
REAR EMER. DOOR W/VANDAL LOCK & INTERLOCK  
RETAINER FOR REAR EMERGENCY DOOR

### BODY

INSULATION COMPLETE 2.5"  
ALUMINIZED INNER PANELS  
EXTENDED SEAT RUB RAIL  
3 SIDE RUB RAILS  
FULL BODY UNDERCOAT  
LOWER GLASS - EMERGENCY DOOR - TINTED  
(1) TRANSPEC ROOFMATCH VENT  
(2) EMERGENCY PUSH - OUT WINDOWS  
TINTED SIDE & REAR WINDOWS - 32%  
WINDOW STOP LINES  
UNDER SEAT REAR HEATER - 50,000 BTU  
(2) HEATER CUT-OFF VALVES - UNDER HOOD  
MARKER LAMPS  
ARMORED CLEARANCE LAMPS - LED  
REAR DIRECTIONAL - 7" AMBER  
REAR STOP / TAIL LAMPS - 7" RED  
BACKUP LAMPS - 4" CLEAR  
DOME LAMPS WIRED THRU IGNITION SWITCH  
DRIVER DOME LAMP - SEPARATE SWITCH  
BACK-UP ALARM 112db  
BODY CUT-OFF SOLENOID  
AM / FM / CD / RADIO W / CLOCK & 4 SPEAKERS  
DOOR SWITCH - STEP WELL LAMP  
REAR DOOR BUZZER & PILOT LAMP  
REFLECTIVE STRIPING AT ALL EXITS  
(3) 35" LH DOT HB FREEDMAN SEATS W/BELTS  
(4) 35" RH DOT HB FREEDMAN SEATS W/BELTS  
(2) 37" DOT HB BARRIERS  
29" SEAT CENTERS  
UPHOLSTERY - GRAY TRIM W/TOWER RAINBOW  
DELUXE FABRIC INSERTS  
ENTRANCE - EMERGENCY DOOR HEADER PADS  
1/2" PLYWOOD SUB FLOOR OVER 14 GAUGE STEEL  
GRAY RUBBER FLOOR  
GRAY STEPS RUBBER W/WHITE WEAR PLATE  
ALUMINUM AISLE TRIM  
2" WHITE STANDEE LINE AT AISLE  
RUBBER COVERED WHEELHOUSES  
FRONT & REAR MUD FLAPS WITH S/S MOUNTING  
6" X 16" INTERIOR MIRROR - PADDED EDGE  
ROSCO COMBINATION E-Z BRACKET MIRROR SYSTEM  
ACCUSTYLE 815 SERIES 7" X 8.5" FLAT REAR VIEW  
MIRROR  
PLUS 8" X 4" CONVEX MIRROR  
EYE-MAX LP OVAL CROSS VIEW MIRRORS  
CERTIFICATE HOLDER 6" X 8"  
REFLECTORS AS REQUIRED  
SAFETY EQUIPMENT  
OVERALL LENGTH - 261"  
OVERALL HEIGHT - 110"  
OVERALL WIDTH - EXTERIOR - 95"  
OVERALL WIDTH - INTERIOR - 91"  
PASSENGER COMPARTMENT LENGTH 156"  
EQUIPMENT RACK LH REAR OF BUS  
\*MEETS MFSAB REQUIREMENTS  
EXTERIOR COLOR WHITE

*GRAPHICS  
LICENSE PLATES*

U10-006

\*THIS BUS MEETS ALL FEDERAL SCHOOL BUS REQUIREMENTS  
WITH EXCEPTION OF TRAFFIC SIGNALS

*SUBJECT TO PRIOR SALE*



## **ACCEPTANCE GUIDELINES FOR RETURN OF LEASED VEHICLES**

### **LEASE-END:**

MIDWEST TRANSIT WANTS TO MAKE SURE THAT YOUR END-OF-LEASE EXPERIENCE IS AS CONVENIENT AND HASSLE FREE AS POSSIBLE. TO HELP YOU THROUGH OUR LEASING PROCESS WE HAVE CREATED SOME BASIC GUIDELINES FOR YOU TO FOLLOW.

### **PREVENTION OF WEAR AND USE:**

ALWAYS ABIDE BY AND STAY IN ACCORDANCE TO THE MANUFACTURER'S RECOMMENDATIONS. TO MAINTAIN YOUR VEHICLE AND KEEP IT IN GOOD CONDITION:

- CHANGE THE OIL AND OIL FILTER REGULARLY BASED ON MILEAGE AND HOURLY REQUIREMENTS
- ROTATE TIRES AND MAINTAIN TIRE PRESSURE
- INSPECT AND REPLACE BELTS AND HOSES
- MAINTAIN FLUID LEVELS
- WASH BUS THOROUGHLY UNDERNEATH, ESPECIALLY AREAS WHERE SALT IS SPREAD FROM MELTING OF SNOW AND ICE

### **MILEAGE LIMIT:**

IF YOU SURPASS THE MILEAGE ALLOWANCE FOR YOUR LEASE TERM, YOU WILL BE SUBJECT TO A PREDETERMINED MILEAGE FEE AS OUTLINED IN THESE GUIDELINES.

### **WEAR AND TEAR GUIDELINES:**

AS YOU NEAR THE END OF YOUR LEASE, IT'S IMPORTANT THAT YOU UNDERSTAND THE RESPONSIBILITIES FOR YOUR VEHICLE MAINTENANCE AND REPAIR USE. THE FOLLOWING GUIDELINES SHOULD BE USED TO APPRAISE THE CONDITION OF YOUR VEHICLE. ANY VEHICLE RETURNED WITH "NORMAL WEAR AND TEAR" WILL BE ACCEPTABLE.

### **NOTE:**

LESSEE WILL RETURN THE BUSES TO THE DISTRIBUTOR WHO FURNISHED THE BUSES TO LESSEE ON THE INSTRUCTIONS OF LESSOR. ALL THE EQUIPMENT AND ACCESSORIES ORIGINALLY FURNISHED WITH THE BUSES WILL BE IN PLACE AND IN GOOD OPERATING CONDITION. IF THE LESSOR/DISTRIBUTOR HAS TO PERFORM REPAIRS FOR THE FOLLOWING DEFECTS, THE LESSEE WILL BE RESPONSIBLE FOR PAYMENT AT THE TIME OF INVOICE.

### **"NORMAL WEAR AND TEAR" WILL NOT INCLUDE:**

- MISMATCHED (SIZES OR TYPES) TIRES WITH LESS THAN FORTY PERCENT (40%) OF TREAD REMAINING
- TIRES WHICH ARE RE-CAPPED, DAMAGED, GOUGED, CUT OR DETERMINED BY DISTRIBUTOR TO BE IN AN UNSAFE OPERATING CONDITION
- BRAKE SHOES AND PADS MUST HAVE BEEN REPLACED WITHIN 15,000 MILES OF WHEN EACH BUS IS RETURNED TO THE LESSOR
- BODY CREASED, GOUGES, DENTS, OR NON-BUFFABLE PAINT SCRATCHES OR SCUFFS. EXCESSIVE BODY DIMPLES AND/OR DINGS REQUIRING METAL AND/OR PAINT WORK TO RESTORE TO ACCEPTABLE "NORMAL" CONDITION
- ANY PAINT DAMAGE DUE TO SANDBLASTING, HAIL, ROAD TAR, TREE SCRAPES, AND/OR CHEMICAL FALLOUT
- ANY DEFECTIVE PAINT OR BODY REPAIRS DUE TO SUB-STANDARD REPAIRS, MUST BE ORIGINAL EQUIPMENT MANUFACTURER (OEM) PARTS
- ANY LESSEE APPLIED PAINT OF IDENTIFICATION WHICH CANNOT BE REMOVED WITHOUT METAL AND/OR PAINT WORK
- ANY DAMAGE TO INTERIOR LINING, BULKHEADS, SCUFF PLATES, LIGHTS, ROOF BOWS OR

SUPPORTS, INCLUDING BUT NOT LIMITED TO CRACKS, BREAKS, TEARS, GOUGES, OR ANY OTHER DAMAGE WHICH MAKES VEHICLE UNABLE TO PASS ANY STATE OR LOCAL SAFETY INSPECTION

- BROKEN AND/OR INOPERATIVE FRONT, REAR, OR SIDE LIGHT(S), MARKER(S), OR REFLECTOR(S)
- BENT, TWISTED, DENTED, DINGED, OR GOUGED BUMPER(S) AND/OR DOOR(S)
- ANY HOLES OR OTHER MODIFICATIONS MADE TO THE VEHICLE, WHETHER INTERIOR OR EXTERIOR, FOR THE INSTALLATION OF ANY ADDITIONAL EQUIPMENT BY THE LESSEE AND/OR DRIVER(S) OF THE VEHICLE WHICH ARE NOT COMPLETELY REMOVED AND/OR REPAIRED
- ANY MECHANICAL REPAIRS ON ANY COMPONENTS OR SUSPENSION WHICH MAY BE REQUIRED DUE TO ABUSE, ACCIDENT, NEGLIGENCE, OR THE LACK OF PROPER MAINTENANCE, OR ANY REPAIRS REQUIRED WHICH ARE NOT CONSIDERED "NORMAL WEAR AND TEAR"
- EACH BUS MUST HAVE A CURRENT STATE INSPECTION STICKER WITH AN EXPIRATION DATE AT LEAST THREE MONTHS FOLLOWING THE MONTH IN WHICH THE BUS IS RETURNED TO LESSOR. EACH BUS MUST BE CLEAR OF MECHANICS' AND OTHER LIENS
- TORN, PUNCTURED, BURNED, VANDALIZED OR OTHERWISE DAMAGED UPHOLSTERY WILL BE REPLACED PRIOR TO RETURNING THE BUS TO THE LESSOR/DISTRIBUTOR
- WINDSHIELD CRACKS OR STARS MORE THAN ¼" DIAMETER OR ANY CRACKS OR STARS WITHIN THE SWEEP OF THE WINDSHEILD WIPERS
- BUS IS TO BE CLEANED INSIDE AND OUT, FLOORS FREE FROM GUM, TAR, AND GARBAGE. EXTERIOR SHALL BE CLEAN
- FLOORS TO BE FREE FROM ALL SPORTS SHOE SPIKE DAMAGE OR STAINS FROM SPILLS OF LIQUIDS
- MILEAGE ALLOWANCE ANNUALLY = 13,500 . 35 CENTS PER MILE WILL BE ASSESSED TO THE LESSEE IF MILEAGE OVER THE ALLOWABLE AMOUNT, DUE UPON RECEIPT OF INVOICE
- SOVEREIGN LEASING HAS ASSIGNED
- MIDWEST TRANSIT EQUIPMENT, INC. WILL BE THE AGENT FOR THE INSPECTION OF THESE BUSES UPON RETURN

LESSOR: SOVEREIGN LEASING, LLC LESSEE: \_\_\_\_\_

BY: \_\_\_\_\_ BY: \_\_\_\_\_

TITLE: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_ DATE: \_\_\_\_\_

DISTRIBUTOR: MIDWEST TRANSIT EQUIPMENT, INC.  
AGENT

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE:

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# DELUXE

# VISAB



“When you think of bus, think of us!”

## Bus Breakdown

2010-2011

Bus Schedules with one mini bus will include the following per season

### Fall (27 Trips)

Teams-Cross Country/Golf/Fall Baseball/Volleyball (3 Levels)

### Winter (31 Trips)

Teams-Boys Basketball/Girls Basketball/Wrestling/Freshman Basketball/Cheerleading

### Spring (39 Trips)

Teams-Baseball (2 levels) Softball, Track Boys and Girls)

#### Totals

97 Trips from Bus Company

90 Mini Bus Trips

Bus Schedules with Two Mini Buses

### Fall (10 Trips)

Teams-Cross Country/Golf/Fall Baseball/Volleyball (3 Levels)

### Winter (11 Trips)

Teams-Boys Basketball/Girls Basketball/Wrestling/Freshman Basketball/Cheerleading

### Spring (24 Trips)

Teams-Baseball (2 levels) Softball, Track Boys and Girls)

45 Trips from Bus Company

\*\*52 Less than with one mini bus

\*\*Estimated over \$6,200 in savings from bus company

142 Mini Bus trips between both mini buses

Teams and Programs that could easily use a second mini bus

- ❖ Cross Country
- ❖ Golf
- ❖ Fall Baseball
- ❖ Freshman Volleyball
- ❖ Freshman Basketball
- ❖ JV Girls Basketball
- ❖ Varsity Girls Basketball
- ❖ Varsity Softball
- ❖ JV Baseball

\*\*These teams typically have numbers below 14 so the mini bus could hold the entire team

\*\*Tournaments would be much easier to have the coaches drive the mini bus to an all day tournament rather than paying a driver to sit there for an unknown time. Tri-County Tournaments involve 3-4 trips in a week for Girls Volleyball and Basketball. These two teams along with Golf, Cross Country, and Wrestling can use a second mini bus for Regionals

Please distribute to Board members and appropriate staff

# PRESS

ISSUE 73, August 2010

## Policy Reference Education Subscription Service

### Highlights

#### Policies and Procedures Amended Due to New Legislation

##### Food Allergy, p. 2

- 7:285, *Food Allergy Management Program* **NEW**
- 7:285-AP, *Administrative Procedure - Implementing a Food Allergy Management Program* **NEW**

##### School Boards, p. 2

- 2:20, *Powers and Duties of the School Board*
- 2:80, *Board Member Oath and Conduct*
- 2:100, *Board Member Conflict of Interest*
- 2:110, *Qualifications, Term, and Duties of Board Officers*

##### Operations, p. 3

- 4:50, *Payment Procedures*
- 4:110, *Transportation*
- 4:110-AP2, *Administrative Procedure - ~~Pre-Trip and Post-Trip Inspection; Bus Driving Comments~~ renamed Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; and Bus Driving Comments*

##### Administration and Personnel, p. 3

- 3:40, *Superintendent*
- 5:100, *Staff Development Program*
- 5:190, *Teacher Qualifications*
- 5:280, *Educational Support Personnel - Duties and Qualifications*
- 5:290, *Educational Support Personnel - Employment Termination and Suspensions*

##### Instruction, p. 4

- 6:20, *School Year Calendar and Day*
- 6:60, *Curriculum Content*

- 6:60-AP, *Administrative Procedure - Comprehensive Health Education Program*
- 6:320, *High School Credit for Proficiency*

##### Students, p. 4

- 7:20, *Harassment of Students Prohibited*
- 7:180, *Preventing Bullying, Intimidation, and Harassment*
- 7:190, *Student Discipline*
- 7:190-AP5, *Student Handbook - Electronic Devices*
- 7:190-AP6, *Administrative Procedure - Guidelines for Investigating Sexting Allegations* **NEW**
- 7:190-AP6, E1, *Exhibit - Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting* **NEW**
- 7:190-E2, *Exhibit - Student Handbook Checklist*
- 7:200, *Suspension Procedures*

##### Community Relations, p. 5

- 8:30, *Visitors to and Conduct on School Property*

##### Legal Citation Changes 5

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- 4:160, *Environmental Quality of Buildings and Grounds*
- 6:50, *School Wellness*
- 7:240, *Conduct Code for Participants in Extracurricular Activities*
- 7:300, *Extracurricular Athletics*

##### Progress Report, p. 6

Next PRESS Issue - Round 2 of the Legislative Update

The online password did not change for this issue.



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## Policies and Procedures Amended Due to New Legislation

We begin this post-legislative session **PRESS** memorandum describing material on food allergies that is being added in response to legislation from last year. The remainder of this **PRESS Issue** concerns changes to policies and procedures required by this year's legislative session. **Unless otherwise stated, all public acts are currently effective.**

### Food Allergy

Public Act 96-349 contains two subsections. In accordance with the first subsection, the Illinois State Board of Education, in conjunction with the Illinois Department of Public Health, developed *Guidelines for Managing Life-Threatening Food Allergies in Illinois Schools*. These *Guidelines* were assembled by an ad hoc committee comprised of experts in the field of food allergens, representatives on behalf of students with food allergies, representatives from public school management organizations, and representatives from two state-wide teachers' organizations. They are posted at: [www.isbe.net/nutrition/htmls/food\\_allergy\\_guidelines.htm](http://www.isbe.net/nutrition/htmls/food_allergy_guidelines.htm).

The second subsection in P.A. 96-349 mandates school boards, no later than January 1, 2011, to implement a policy based on these *Guidelines*. Our material provides a legally compliant sample policy and procedure that aligns with IASB's *Foundational Principles of Effective Governance* and will promote the following goals:

1. Identifying students with food allergies.
  2. Preventing exposure to known allergens.
  3. Responding to allergic reactions with prompt recognition of symptoms and treatment.
  4. Educating and training all staff about management of students with food allergies, including administration of medication with an auto-injector, and providing an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management.
- 7:285, *Food Allergy Management Program*, is **NEW**. The wait is over! After two years and a lot of hard work by the Statewide School Management Alliance, the statutory ad hoc committee charged to develop the *Guidelines*, individual members of the Ill. Council of School Attorneys, and the Press Advisory Board, we now have a sample food allergy management policy. It establishes the goal of reducing food allergy risks and providing accommodations and proper treatment for allergic reactions. To accomplish this, it directs the superintendent to develop and implement a food allergy management program that:

1. Implements the goals established in The School Code;
2. Follows and references the applicable best practices specific to the District's needs in the *Guidelines*; and
3. Complies with State and federal law and is in alignment with Board policies.

- 7:285-AP, *Administrative Procedure - Implementing a Food Allergy Management Program*, is **NEW**. Its format departs from our general practice of providing samples that are ready for immediate use. It follows the legal requirements for what a food allergy management program must include, but development and implementation of the actual food allergy management program is subject to a district's resources and circumstances, i.e., the size of the school district, conditions in individual buildings, and an individual student's needs. Therefore, we noted legal and implementation issues for discussion and lead district-level administrators into specific pages of the *Guidelines* to implement the appropriate procedures specific to their districts' needs.

### School Boards

- 2:20, *Powers and Duties of the School Board*, is amended to comply with 105 ILCS 5/10-20.6, amended by P.A. 96-998. This legislation relieved board members from the *duty* to visit district schools. The policy continues to include the more meaningful duty of "providing, constructing, controlling, and maintaining adequate physical facilities."
- 2:80, *Board Member Oath and Conduct*, remains unchanged but its footnotes and cross-references are updated. A footnote explains that the board is allowed to determine how the oath of office is taken or administered (105 ILCS 5/10-16.5, amended by P.A. 96-998).
- 2:100, *Board Member Conflict of Interest*, is edited: "No School Board member shall have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by ~~The School Code and the Public Officer Prohibited Activities Act~~ State law." Depending on the facts, a conflict of interest issue may involve inquiry beyond the specific laws that were listed.

The footnotes and cross-references are updated. Footnotes now describe two new legislative acts:

1. P.A. 96-998, amends 105 ILCS 5/10-9 and clarifies that a board member does not have a prohibited interest in a contract with the district he or she serves "if the board member is an employee of a business that is involved in the transaction of business with the school district, provided that the board member has no financial interests other than as an employee."
2. P.A. 96-1336, amends 5 ILCS 420/4A-101 and 4A-105 through 107 (eff. 1-1-11) and allows any county clerk

to use a mandatory system of internet-based filing of economic interest statements.

- ▶ 2:110, *Qualifications, Term, and Duties of Board Officers*, is updated to comply with 105 ILCS 5/10-7, amended by P.A. 96-998. The date by which a secretary must submit the official acts of the board to the treasurer is changed from the "~~first Monday of April and October~~" to "such times as the treasurer may require."

## Operations

- ▶ 4:50, *Payment Procedures*, is updated to comply with 105 ILCS 5/8-16, amended by P.A. 96-998. The treasurer is now authorized "to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills." without further Board approval. We also updated footnotes in response to P.A. 96-998.
- ▶ 4:110, *Transportation*, remains unchanged but two footnotes are edited:
  1. Footnote 2 now contains an important note, that is, that the board of a district that is not required to provide free transportation must amend this policy, preferably after consulting with the board attorney, if the district charges for transportation or does not provide transportation.
  2. Footnote 15 is edited in response to 625 ILCS 5/12-813.1(c), amended by P.A. 96-1066, to clarify the exceptions that allow bus drivers to use a cell phone while operating a bus.
- ▶ 4:110-AP2, *Administrative Procedure - ~~Pre-Trip and Post-Trip Inspection; Bus Driving Comments~~ Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; and Bus Driving Comments*, is renamed to reflect the subhead **Bus Driver Communication Devices**. We moved it from 4:110, *Transportation* in Issue 70, December 2009. We edited both this subhead and the **Bus/Vehicle Pre-Trip and Post-Trip Inspection** subhead in response to P.A. 96-1066 described above in 4:110, *Transportation*.

## Administration and Personnel

- ▶ 3:40, *Superintendent*. The policy is unchanged. A footnote now describes the school board's duty to "require evaluators to participate in an in-service training on the evaluation of certified personnel provided or approved by [ISBE] prior to undertaking any evaluation and at least once during each certificate renewal cycle." (105 ILCS 5/24A-3, amended by P.A. 96-861). This Public Act also requires, "[a]ny evaluator undertaking an evaluation after September 1, 2012 [to] first successfully complete a

pre-qualification program provided or approved by [ISBE]." Administrators must satisfy the continuing professional development requirements of 105 ILCS 5/21-7.1, amended by P.A. 96-56, to renew their administrative certificates. Otherwise, citations in footnotes and the legal references are changed according to the recodification in P.A. 96-1000.

- ▶ 5:100, *Staff Development Program*, remains unchanged but footnotes are edited to reflect:
  1. A recodification by P.A. 96-1000 of 105 ILCS 5/10-22.39 ~~(e)~~ to (f).
  2. Non-substantive clarifications to footnote 4. In response to feedback, we clarified options for boards that want to list the other in-services that a school district must provide but are not required to be in board policy (105 ILCS 5/10-22.39, amended by P.A. 96-249 and P.A. 96-951).
  3. Non-substantive clarifications to footnote 5 explain other types of in-services that a regional superintendent must provide. It also contains options for the policy if the district has a practice of providing these other in-service topics. A paragraph explains that 105 ILCS 5/27-23.10, added by P.A. 96-952, requires a board to collaborate with State and local law enforcement agencies about gang resistance education and training. We added another sentence explaining that other staff development opportunities that are not located in The School Code or ISBE rules are cross referenced in the policy.
- ▶ 5:190, *Teacher Qualifications*, is updated to comply with P.A. 96-998. The deadline for teachers to provide the district office with a complete transcript of credits earned in institutions of higher education is moved from "~~July 1~~" to "September 1, unless an applicable collective bargaining agreement provides otherwise."
- ▶ 5:280, *Educational Support Personnel - Duties and Qualifications*, has a legal reference change and footnote edits. The legal reference and footnote change reflects P.A. 96-1000. It recodified 105 ILCS 25/~~4-5~~ to 2. Another footnote reflects requirements to obtain school bus driver permits in 625 ILCS 5/6-106.1, amended by P.A. 96-962 and P.A. 96-1182.
- ▶ 5:290, *Educational Support Personnel - Employment Termination and Suspensions*, is updated to comply with 105 ILCS 5/10-23.5, amended by P.A. 96-998. The deadline for giving a final paycheck to an employee whose employment was terminated due to a reduction in force is changed from "~~the third business day following the last day of employment~~" to the "next regular pay date following the last day of employment."

## Instruction

- ▶ 6:20, *School Year Calendar and Day*, remains unchanged but a footnote is edited to add:
  1. A Day of Remembrance of the Victims of Slavery and the Transatlantic Slave Trade on March 25 (5 ILCS 490/155, added by P.A. 96-930).
  2. The first full week of January is Emancipation Proclamation Week (5 ILCS 490/155, added by P.A. 96-1238, eff. 1-1-11).
- ▶ 6:60, *Curriculum Content*. Two footnotes are updated. One is augmented with information about Senate Joint Resolution 68, 96th General Assembly, which encourages school districts to explore introducing Arabic as a foreign language. The other is updated in response to 105 ILCS 5/27-12.1, amended by P.A. 96-1061.
- ▶ 6:60-AP, *Administrative Procedure - Comprehensive Health Education Program*, is updated with a non-substantive edit. A footnote is edited in response to 105 ILCS 5/27-9.1, amended by P.A. 96-1082. Its several requirements for sex education courses that discuss sexual intercourse now include instruction about the dangers of drug and alcohol consumption during pregnancy.
- ▶ 6:320, *High School Credit for Proficiency*, is updated to delete the section discussing consumer education in response to 105 ILCS 5/27-12.1, amended by P.A. 96-1061. It no longer allows districts to grant consumer education proficiency credit.

## Students

- ▶ 7:20, *Harassment of Students Prohibited*, is updated to comply with 105 ILCS 5/27-23.7, amended by P.A. 96-952 (bullying statute). This legislation amends the statute requiring boards to adopt a policy on bullying. The legislation adds a clear directive that no student shall be subjected to bullying on the basis of any one of the listed protected classifications.

Most of the protected classifications were already identified in the policy. We added the classifications that were added by revisions to the bullying statute, specifically: *gender-related identity or expression, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic*. The bullying statute also includes as a protected classification *unfavorable discharge from military service*. We did not include this classification because of its irrelevance to students in K-12.

The list of protected classifications in this policy is the same as the list in 7:180, *Preventing Bullying, Intimidation, and Harassment*. The list of protected classifications in sample policy 7:10, *Equal Educational*

*Opportunities*, is different – it does not contain the classifications that are exclusively identified in the bullying statute (105 ILCS 5/27-23.7).

- ▶ 7:180, *Preventing Bullying, Intimidation, and Harassment*, is updated to comply with 105 ILCS 5/27-23.7, amended by P.A. 96-952. This legislation amends the statute requiring boards to adopt a policy on bullying. Using language from the legislation, the policy now includes each of the following:
  1. A list of protected classifications. This list is the same as the list of protected classifications in 7:20, *Harassment of Students Prohibited*, discussed above.
  2. A list of situations in which bullying is prohibited.
  3. A definition for *bullying*.
  4. Examples of the various forms of bullying.

We added a policy to the list of policies that the superintendent or designee must fully implement. We believe these four policies are vital to combating bullying. They are 7:20, *Harassment of Students Prohibited*; 7:190, *Student Discipline*; 7:310, *Restrictions on Publications and Written or Electronic Material*; and 6:235, *Access to Electronic Networks*.

- ▶ 7:190, *Student Discipline*. We added the following provision to the list of prohibited conduct (item #4):

Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone.

This provision covers what is commonly known as *sexting*. The language is from legislation providing that a minor who distributes or disseminates an indecent visual depiction of another minor through the use of a computer or electronic communication device may be adjudged a minor in need of supervision (705 ILCS 405/3-40, added by P.A. 96-1087, eff. 1-1-11).

New examples of bullying are added to the provision identifying *bullying* as prohibited conduct (item #9) in response to 105 ILCS 5/27-23.7(d), amended by P.A. 96-952.

- ▶ 7:190-AP5, *Student Handbook - Electronic Devices*. We added the following provision to the rules for possession and use of cell phones and other electronic devices (item #4):

They may not be used for creating, sending, sharing, viewing, receiving or possessing indecent visual depictions as defined in State law, i.e., *sexting*. Possession is prohibited regardless of whether the

depiction violates State law. Any cellular phone may be searched upon reasonable suspicion of *sexting*. All *sexting* violations will require school administrators to follow student discipline policies in addition to contacting the police and reporting suspected child abuse or neglect when appropriate.

Footnotes are updated and discuss 705 ILCS 405/3-40, added by P.A. 96-1087, eff. 1-1-11. Other updates reflect new technology devices. See 7:190, *Student Discipline*, above, for more discussion about prohibiting *sexting* and 705 ILCS 405/3-40, added by P.A. 96-1087, eff. 1-1-11.

- ▶ 7:190-AP6, *Administrative Procedure - Guidelines for Investigating Sexting Allegations*, is **NEW**. This procedure responds to State and national concerns about the variety of complex legal issues *sexting* presents for school administrators. Its goal is to establish collaborative relationships with local law enforcement agencies and State's attorneys before incidents occur at school. Establishing these relationships will likely help school administrators properly investigate allegations of *sexting* without subjecting themselves to criminal liability. Included are practical considerations and legal issues to discuss with the board attorney, along with steps for partnering with parents/guardians to prevent *sexting*. It contains three sections: Glossary of Terms, Preparation of Guidelines for Investigating *Sexting* Allegations, and Investigation and Management of *Sexting* Allegations.
- ▶ 7:190-AP6, E1, *Exhibit - Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting*, is **NEW**. This sample letter invites parents to partner with the district in preventing *sexting*. It suggests discussing *sexting's* serious social and legal implications at school and beyond (see, 705 ILCS 405/3-40, added by P.A. 96-1087, eff. 1-1-11). It also provides resources for parents/guardians to talk with their children about this issue.
- ▶ 7:190-E2, *Exhibit - Student Handbook Checklist*, is updated to recommend the inclusion of material on *sexting*

and food allergy management in student handbooks. We also made other housecleaning updates.

- ▶ 7:200, *Suspension Procedures*, is updated to comply with (105 ILCS 5/10-22.6(b), amended by P.A. 96-998. No longer must the board receive a copy of a student's suspension notice. The board must be given a summary of the notice, including the reason for the suspension and the suspension length.

## Community Relations

- ▶ 8:30, *Visitors to and Conduct on School Property*, is non-substantively edited. A footnote is edited in response to 105 ILCS 5/10-20.6, amended by P.A. 96-998. This legislation removes from board members the *duty* to visit district schools. The reference to this duty is omitted.

## Legal Citation Changes

In previous legislative sessions, the same section number was assigned to different pieces of legislation. P.A. 96-1000 corrected this duplication by assigning new statutory citations to affected provisions of The School Code. The following material contains at least one of the changed citations.

- ▶ 4:60-AP1, *Administrative Procedure - Purchases*. A change is made to a citation within the procedure.
- ▶ 4:160, *Environmental Quality of Buildings and Grounds*. Changes are made to citations in the footnotes and the legal references.
- ▶ 6:50, *School Wellness*. Changes were made to citations in footnotes.
- ▶ 7:240, *Conduct Code for Participants in Extracurricular Activities*. Changes are made to citations in footnotes and the legal references.
- ▶ 7:300, *Extracurricular Athletics*. Changes are made to citations in footnotes and the legal references.

## Progress Report:

Topics	Our Response
<p>The Illinois Identity Protection Act requires districts to have an identity-protection policy no later than June 1, 2011.</p>	<p>We will develop a sample policy. It will be finished in early 2011.</p>
<p>The Illinois State Board of Education authorized its staff to file emergency amendments to Public Schools Evaluation, Recognition and Supervision 23 Ill.Admin.Code Part 1 with the Secretary of State. The emergency amendments incorporate by reference the: "Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects," and "Common Core State Standards for Mathematics," both published by the Common Core State Standards Initiative. They are referred to as <i>common core standards</i>. Each is posted at: <a href="http://www.corestandards.org/the-standards/english-language-arts-standards">www.corestandards.org/the-standards/english-language-arts-standards</a>, and <a href="http://www.corestandards.org/the-standards/matematics">www.corestandards.org/the-standards/matematics</a> respectively. Both replace current State goals and standards for English language arts and mathematics in Appendix D to Part 1. The purpose of the emergency amendments is to secure funding under the federal Race to the Top competitive grant. States that adopted the common core standards by August 2, 2010 will receive additional points.</p> <p>ISBE also authorized a concurrent ordinary rulemaking identical to these emergency amendments so that these common core standards will be in place when the 150 day effectiveness of the emergency amendments ends.</p>	<p>We will amend references to State goals and standards by referring to the common core standards in applicable footnotes and policies as they are reviewed.</p>
<p>A recent addition to <u>The School Code</u> prohibits the disclosure of the performance evaluations of teachers, principals, and superintendents. 105 ILCS 5/24A-7.1, added by P.A. 96-861, eff. 1-15-2010.</p>	<p>Our policy and procedure implementing the revised Freedom of Information Act do not conflict with this legislation. We will, however, update our material to specifically mention this new legislation as well as other developments as the dust settles around the revised FOIA.</p>
<p>Several developments have occurred concerning student records. Specifically:</p> <ol style="list-style-type: none"> <li>1. The U.S. Department of Education updated its rules implementing the Family Educational Rights and Privacy Act, effective December 9, 2008. These rules can be found at: <a href="http://www.ed.gov/legislation/FedRegister/finrule/2008-4/120908a.pdf">www.ed.gov/legislation/FedRegister/finrule/2008-4/120908a.pdf</a></li> <li>2. 105 ILCS 10/5, amended by P.A. 96-628, shields from disclosure information communicated in confidence to a school social worker, school counselor, school psychologist, or an intern who works under the direct supervision of a school social worker, school counselor, or school psychologist.</li> <li>3. ISBE is reviewing its rules on student records, 23 Ill.Admin.Code Part 375.</li> </ol>	<p>We will update all material on student records after conferring with ISBE.</p>

Topics	Our Response
<p>Section 565 of the National Defense Authorization Act for Fiscal Year 2010 (P.L. 111-84) amended the Family and Medical Leave Act (FMLA), 29 U.S.C. §2612. The amendments expanded the military family leave provisions that were added in 2008 to provide qualifying exigency and military caregiver leave for employees with family members who are covered military members.</p> <p>The U.S. Dept. of Labor (DOL) must promulgate new rules implementing the legislation. It published a Notice of Proposed Rulemaking listing amendments to its FMLA rules with a November 2010 target date.</p>	<p>We will update 5:185, <i>Family and Medical Leave</i>, and 5:185-AP, <i>Resource Guide for Family and Medical Leave</i>, after DOL adopts its amended FMLA rules.</p>
<p>The U.S. Dept. of Education issued a document providing guidance under the Family Educational Rights and Privacy Act (FERPA). It answers questions concerning the disclosure of personally identifiable information (PII) from students' education records to outside entities when addressing an H1N1 flu outbreak. The guidance is available at: <a href="http://www.ed.gov/policy/gen/guid/fpco/pdf/ferpa-h1n1.pdf">www.ed.gov/policy/gen/guid/fpco/pdf/ferpa-h1n1.pdf</a>.</p>	<p><b>PRESS 4:180-AP, <i>Administrative Procedure - School Action Steps for Pandemic Influenza</i></b>, requires the superintendent or designee to identify a Pandemic Planning Team to operate as a Superintendent Committee. Consider convening a meeting of this team to discuss the information presented by the U.S. Dept. of Education and the Family Policy Compliance Office (FPCO).</p>
<p>On July 2, 2008 the final guidelines to implement the Sex Offender Registration and Notification Act (SORNA) were adopted. They set forth standards to address the various aspects of sex offender tracking and public notification with the objective of establishing a national baseline for sex offender registration and notification. States were to reach substantial implementation of SORNA by July 27, 2009. The U.S. Attorney General extended this deadline to July 27, 2010. Substantial implementation is satisfied if a jurisdiction carries out the requirements of SORNA as interpreted and explained in the final guidelines.</p> <p>The Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART Office) reports that three states, Delaware and Florida, Ohio and a few other jurisdictions have reached substantial implementation. Many other states have requested another one-year extension to July 27, 2011. Illinois senate bill 3798 had an amendment introduced to address this issue, but nothing occurred. As of this publication, Illinois has not reached substantial implementation and is not listed by the SMART Office as a jurisdiction that has applied for an extension. See <a href="http://www.ojp.usdoj.gov/smart/newsroom.htm">www.ojp.usdoj.gov/smart/newsroom.htm</a>.</p> <p>Other issues arising in jurisdictions' implementation of the SORNA requirements have arisen that required the U.S. Attorney General to issue supplemental guidelines. Public comment on those is due on July 13, 2010. One of the changes is required by the Keeping the Internet Devoid of Sexual Predators Act of 2008 (KIDS Act), 42 U.S.C. §16901.</p> <p>States, tribes, and territories that fail to substantially implement SORNA by July 27, 2009 (and have not been granted a time extension) are subject to a 10% reduction in funding under 42 U.S.C. §3750 <i>et seq.</i> (Byrne Justice Assistance Grant funding).</p>	<p>We will update all applicable policies and procedures affected by SORNA when Illinois reaches substantial implementation.</p>

## Revisions to Policies, Administrative Procedures and Exhibits

Immediate action is suggested	Number	Title	Reason The memo more completely describes the actions taken.
	2:20	Powers and Duties of the School Board	Amended to comply with 105 ILCS 5/10-20.6, amended by P.A. 96-998 (board members no longer have the <i>duty</i> to visit district schools).
	2:80	Board Member Oath and Conduct	A footnote explains that the board is allowed to determine how the oath of office is taken or administered (105 ILCS 5/10-16.5, amended by P.A. 96-998).
	2:100	Board Member Conflict of Interest	Footnotes now describe two legislative acts: (1) P.A. 96-998, amends 105 ILCS 5/10-9 (conflict of interest); and (2) P.A. 96-1336, amends 5 ILCS 420/4A-101 and 4A-105 through 107 (eff. 1-1-11)(Internet-based filing of economic interest statements). Cross-references are also updated.
	2:110	Qualifications, Term, and Duties of Board Officers	Updated to comply with 105 ILCS 5/10-7, amended by P.A. 96-998 (a secretary must submit the official acts of the board to the treasurer at " <u>such times as the treasurer may require</u> ").
	3:40	Superintendent	A footnote now describes the school board's duty to "require evaluators to participate in an in-service" (105 ILCS 5/24A-3, amended by P.A. 96-861). Otherwise, footnotes and legal references are updated in response to the recodification in P.A. 96-1000.
	4:50	Payment Procedures	Updated to comply with 105 ILCS 5/8-16, amended by P.A. 96-998 (treasurer is now authorized "to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills," without further Board approval).
	4:60-AP1	Administrative Procedure - Purchases	A change is made to a citation within the procedure.
	4:110	Transportation	Footnotes are edited: (1) to note that the board of a district that is not required to provide free transportation must amend this policy, preferably after consulting with the board attorney, if the district charges for or does not provide transportation; and (2) in response to 625 ILCS 5/12-813.1(c), amended by P.A. 96-1066 (clarifies the exceptions that allow bus drivers to use a cell phone while operating a bus).
	4:110-AP2	Administrative Procedures - <del>Pre-Trip and Post-Trip Inspection; Bus Driving Comments</del> <u>Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; and Bus Driving Comments</u>	Renamed to reflect the subhead <b>Bus Driver Communication Devices</b> . Edited both this subhead and the <b>Bus/Vehicle Pre-Trip and Post-Trip Inspection</b> subhead in response to P.A. 96-1066 described above in 4:110, <i>Transportation</i> .
	4:160	Environmental Quality of Buildings and Grounds	Changes are made to citations in the footnotes and the legal references to reflect recodification by P.A. 96-1000.
	5:100	Staff Development Program	Footnotes are edited to reflect recodification by P.A. 96-1000; other non-substantive clarifications are made.
	5:190	Teacher Qualifications	Updated to comply with P.A. 96-998 (deadline for teachers to provide the office with a transcript of credits earned is now "September 1, unless an applicable collective bargaining agreement provides otherwise,").
	5:280	Educational Support Personnel - Duties and Qualifications	Legal references changed and footnote edited in response to: (1) recodification in P.A. 96-1000, and (2) changes to requirements to obtain bus driver permits in 625 ILCS 5/6-106.1, amended by P.A. 96-962 and P.A. 96-1182.

Immediate action is suggested	Number	Title	Reason The memo more completely describes the actions taken.
	5:290	Educational Support Personnel - Employment Termination and Suspensions	Updated to comply with 105 ILCS 5/10-23.5, amended by P.A. 96-998 (deadline for giving a final paycheck to an employee who was RIFed is now "next regular pay date following the last day of employment.").
	6:20	School Year Calendar and Day	A footnote is edited to add: 1. Day of Remembrance of the Victims of Slavery and the Transatlantic Slave Trade on March 25 (5 ILCS 490/155, added by P.A. 96-930). 2. First full week of January is Emancipation Proclamation Week (5 ILCS 490/155, added by P.A. 96-1238, eff. 1-1-11).
	6:50	School Wellness	A footnote is edited in response to recodification in P.A. 96-1000.
	6:60	Curriculum Content	A footnote is edited to describe Senate Joint Resolution 68, 96th General Assembly, which encourages exploring the addition of Arabic as a foreign language.
	6:60-AP	Administrative Procedure - Comprehensive Health Education Program	Updated with a non-substantive edit. A footnote is edited in response to 105 ILCS 5/27-9.1, amended by P.A. 96-1082 (must include instruction about the dangers of drug and alcohol consumption during pregnancy).
✓	6:320	High School Credit for Proficiency	Updated to delete the section discussing consumer education in response to 105 ILCS 5/27-12.1, amended by P.A. 96-1061.
✓	7:20	Harassment of Students Prohibited	Updated to comply with 105 ILCS 5/27-23.7, amended by P.A. 96-952. This legislation amends the statute requiring boards to adopt a policy on bullying.
✓	7:180	Preventing Bullying, Intimidation, and Harassment	Updated to comply with 105 ILCS 5/27-23.7, amended by P.A. 96-952. This legislation amends the statute requiring boards to adopt a policy on bullying.
✓	7:190	Student Discipline	Added a provision on <i>sexting</i> . Edited the provision on <i>bullying</i> in response to 105 ILCS 5/27-23.7(d), amended by P.A. 96-952.
	7:190-AP5	Student Handbook - Electronic Devices	Added a provision on <i>sexting</i> .
	7:190-AP6	Administrative Procedure - Guidelines for Investigating Sexting Allegations	<b>NEW.</b> Responds to State and national concerns about the variety of complex legal issues <i>sexting</i> presents for school administrators.
	7:190-AP6, E1	Exhibit - Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting	<b>NEW.</b> Sample letter invites parents to partner with the district in preventing <i>sexting</i> .
	7:190-E2	Exhibit - Student Handbook Checklist	Updated to recommend the inclusion of material on <i>sexting</i> and food allergy management in student handbooks.
	7:200	Suspension Procedures	Updated to comply with (105 ILCS 5/10-22.6(b), amended by P.A. 96-998 (boards no longer must be given a copy of a student's suspension notice).
	7:240	Conduct Code for Participants in Extracurricular Activities	Changes are made to citations in footnotes and the legal references in response to recodification in P.A. 96-1000.
✓	7:285	Food Allergy Management Program	<b>NEW.</b> P.A. 96-349 mandates that school boards, by 1/1/11, implement a policy based on <i>Guidelines for Managing Life-Threatening Food Allergies in Illinois Schools</i> that were developed by ISBE and IDPH.

Immediate action is suggested	Number	Title	Reason
✓	7:285-AP	Administrative Procedure - Implementing a Food Allergy Management Program	<b>NEW.</b> This implementing procedure is required to comply with the mandates in P.A. 96-349 regarding food allergies.
	7:300	Extracurricular Athletics	Changes are made to citations in footnotes and the legal references in response to recodification in P.A. 96-1000.
	8:30	Visitors to and Conduct on School Property	<u>Nonsubstantively updated.</u> A footnote is edited in response to 105 ILCS 5/10-20.6, amended by P.A. 96-998 (board members no longer have the duty to visit schools).

## Acknowledgement to PRESS Advisory Board

Before each **PRESS** issue is published, a group of distinguished individuals provides input and suggestions. We appreciate their contributions and thank them sincerely.

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## Instructions

The **PRESS** memo is mailed first-class. You are encouraged to share it with all board members and appropriate staff.

You are able to download and print Committee Worksheets from **PRESS** Online: [iasb.com/policy/login.cfm](http://iasb.com/policy/login.cfm). There is no password change for this issue. The worksheets show what changes are suggested in a policy or procedure. Policy worksheets should be distributed to the policy committee. Sample procedures, coded by the "AP" after the number, should be distributed to the appropriate administrator.

Subscribers who do not have high speed Internet access or the ability to download and print the committee worksheets may request that we mail the worksheets by contacting Cindi Allender at [callender@iasb.com](mailto:callender@iasb.com) or 217/528-9688, ext. 1119.

This publication is designed to provide information only and is not a substitute for legal advice from the School Board's legal counsel. If you have any questions, please contact Melinda L. Selbee, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1231, or Kimberly A. Small, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1226.



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# PRESS Plus Instructions

<b>For Districts Not Using a Policy Committee</b>	<b>For Districts Using a Policy Committee</b>
<p><b>Getting Started</b> To prepare for the next regular Board meeting:</p> <ol style="list-style-type: none"> <li>1. The Superintendent and Board President should add first consideration of updated policies to the meeting agenda.</li> <li>2. The PRESS Plus packet of district policies and the blue PRESS memo should be copied for each member of the board and all administrators.</li> <li>3. The copies of the PRESS Plus packet and the blue PRESS memo should be included in the board packet.</li> </ol>	<p><b>Getting Started</b> To prepare for the next Policy Committee meeting:</p> <ol style="list-style-type: none"> <li>1. The PRESS Plus packet of district policies and the blue PRESS memo should be copied for each member of the Policy Committee and all administrators.</li> <li>2. Copies of the PRESS Plus packet and the blue PRESS memo should be distributed to committee members prior to the scheduled meeting time.</li> </ol>
<p><b>Regular Board Meeting (First Reading)</b> The Board reviews the suggested changes to the district policies to determine</p> <ul style="list-style-type: none"> <li>• If there are options, which of the options do we prefer?</li> <li>• What proposed changes to policy require further Board discussion, public, or staff input and should be included on the board agenda for the next regular meeting?</li> <li>• What proposed changes do not require discussion or input and can be added to the consent agenda for the next regular meeting?</li> </ul>	<p><b>Policy Committee Meeting</b> The Policy Committee reviews the suggested changes to the district policies to determine</p> <ul style="list-style-type: none"> <li>• If there are options, which of the options do we prefer?</li> <li>• What proposed changes to policy should be put on the regular board agenda for discussion and first reading by the full board?</li> <li>• What proposed changes can be added to the consent agenda to be acted on by the board at the next regular meeting?</li> </ul>
<p><b>Regular Board Meeting (Second Reading)</b> After discussion, taking into consideration recommendations from administrators and others as appropriate, the Board acts on the</p>	<p><b>Regular Board Meeting</b> The full Board acts on the recommendations of the Superintendent and Policy Committee. Changes included on the consent agenda</p>

<p>suggested policy changes.</p> <ol style="list-style-type: none"> <li>1. If the board adopts the proposed changes check the “Adopted as presented” box and include the date in the “Date of adoption” box on the Response Form (final page of the PRESS Plus packet).</li> <li>2. If the board adopts the suggested change but edits the language, check the “Adopted with attached edits” box on the Response Form.</li> <li>3. If the board chooses not to adopt the change, check the “Update not adopted, Keep current version” box on the Response Form.</li> </ol>	<p>are approved. Changes included as a regular agenda item are discussed. The Superintendent or Board President is directed to put these items on the next regular meeting agenda for second reading and adoption.</p> <ol style="list-style-type: none"> <li>1. If the board adopts the proposed changes check the “Adopted as presented” box and include the date in the “Date of adoption” box on the Response Form (final page of this packet).</li> <li>2. If the board adopts the change but makes a change in the language, check the “Adopted with attached edits” box on the Response Form.</li> <li>3. If the board chooses not to adopt the change, check the “Update not adopted, Keep current version” box on the Response Form.</li> </ol>
<p style="text-align: center;"><b>After Final Adoption</b></p> <p>Mail or fax to the address or fax number on the form</p> <ul style="list-style-type: none"> <li>• the completed Response Form,</li> <li>• any edits to the proposed updates,</li> <li>• any policy language your district has adopted or revised since the last PRESS Plus issue, and</li> <li>• any new or revised collective bargaining agreements.</li> </ul>	
<p style="text-align: center;"><b>IASB Will</b></p> <ul style="list-style-type: none"> <li>• make the changes as indicated to your district policy manual, maintaining any custom language that it may contain,</li> <li>• make necessary changes to legal cites, cross references, tables of contents, and indexes,</li> <li>• add the new adoption date, and</li> <li>• if your district is a School Board Policy Online subscriber, forward the updates for web publishing.</li> </ul>	
<p style="text-align: center;"><b>You Will Receive</b></p> <ul style="list-style-type: none"> <li>• one paper copy of each updated policy from IASB. These should be copied and used to update any paper copies of the manual that the district maintains.</li> <li>• the updated manual in Microsoft Word for Windows on a CD. You may want to make additional electronic copies for board members and administrators who prefer to access the policy manual in a paperless format.</li> </ul>	

## School Board

### Powers and Duties of the School Board

The major powers and duties of the School Board include, but are not limited to:

1. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
2. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, and establishing an equal employment opportunity policy that prohibits unlawful discrimination.
3. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
4. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law.
5. Entering contracts using the public bidding procedure when required.
6. Indemnifying, protecting, and insuring against any loss or liability of the School District, Board members, employees, and agents as provided or authorized by State law.
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy.
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks, and educational services.
10. Evaluating the educational program and approving School Improvement and District Improvement Plans.
11. Submitting to parents/guardians, District taxpayers, the Governor, the General Assembly, and the State Board of Education a school report card assessing the performance of its schools and students.
12. Establishing and supporting student discipline policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it.
13. Establishing attendance units within the District and assigning students to the schools.
14. Establishing the school year.
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11.
16. ~~Visiting District facilities.~~
16. Providing student transportation services.
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities.

**Comment [a1]:** Policy is amended to comply with 105 ILCS 5/10-20.6, amended by P.A. 96-998. This legislation relieved board members from the *duty* to visit district schools. The policy continues to include the more meaningful duty of "providing, constructing, controlling, and maintaining adequate physical facilities."  
**Issue 73, August 2010**

18. 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.
19. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

LEGAL REF.: 105 ILCS 5/2-3.25d, 5/10-1 et seq., 5/17-1, and 5/27-1.  
115 ILCS 5/1 et seq.  
325 ILCS 5/4.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Discipline), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: March 15, 2010

**School Board**

**Board Member Conflict of Interest**

No School Board member shall have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by ~~The School Code and the Public Officer Prohibited Activities Act~~ State law.

Board members must annually file a "Statement of Economic Interests" as required by the Illinois Governmental Ethics Act. Each Board member is responsible for filing the statement with the county clerk of the county in which the District's main office is located by May 1.

**Comment [a1]:** Depending on the facts, a conflict of interest issue may involve inquiry beyond the specific laws that were listed.  
**Issue 73, August 2010**

LEGAL REF.: 5 ILCS 420/4A-101, 420/4A-105, 420/4A-106, and 420/4A-107.  
50 ILCS 105/3.  
105 ILCS 5/10-9.

CROSS REF.: 2:105 (Ethics and Gift Ban), 5:120 (Ethics)

ADOPTED: December 21, 2009

Draft Update

## School Board

### Qualifications, Term, and Duties of Board Officers

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

#### President

The Board elects a President from its members for a 2-year term. The duties of the President are:

1. Focus the Board meeting agendas on appropriate content and preside at all meetings;
2. Make all Board committee appointments, unless specifically stated otherwise;
3. Attend and observe any Board committee meeting at his or her discretion;
4. Represent the Board on other boards or agencies or appoint another Board member;
5. Serve as chairperson of the Education Officers Electoral Board which hears challenges to Board candidate nominating petitions;
6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
7. Call special meetings of the Board;
8. Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act;
9. Ensure that a quorum of the Board is physically present at all Board meetings;
10. Serve as the Board's official spokesperson to the media.

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

The Vice President fills a vacancy in the Presidency.

#### Vice President

The Board elects a Vice President from its members for a 2-year term. The Vice President performs the duties of the President if:

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

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

#### Secretary

The Secretary shall be a non-board member who serves at the Board's pleasure. The duties of the Secretary are to:

1. Keep meeting minutes for all Board meetings and keep the verbatim record for all closed meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them annually to the Treasurer on the first Monday of April and October and on at such other times as the Treasurer requests may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election authority for all Board elections;

**Comment [a1]:** Policy is updated to comply with 105 ILCS 5/10-7, amended by P.A. 96-998.  
**Issue 73, 2010**

6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy, financial reports, publicity, and correspondence.

Treasurer

The Treasurer of the Board shall be either a member of the Board who serves a 1-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must:

1. Be at least 21 years old;
2. Not be a member of the County Board of School Trustees; and
3. Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment.

LEGAL REF.: 5 ILCS 120/7 and 420/4A-106.  
105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5, 5/10-7, 5/10-8,  
5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, and 5/17-1.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:210 (Organizational School Board Meeting)

ADOPTED: ~~March 15, 2010~~

## Operational Services

### Payment Procedures

The Treasurer or designee shall prepare a list of all due and payable bills, indicating vendor name and amount, and shall present it to the School Board in advance of the Board's first regular monthly meeting. These bills are reviewed by the Board, after which they may be approved for payment by Board order. Approval of all bills shall be given by a roll call vote and the votes shall be recorded in the minutes. The Treasurer shall pay the bills after receiving a Board order or pertinent portions of the Board minutes, even if the minutes are unapproved, provided the order or minutes are signed by the Board President and Secretary, or a majority of the Board.

The Treasurer is authorized to pay Social Security taxes and wages, without further Board approval, to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills. These disbursements shall be included in the listing of bills presented to the Board.

The Board authorizes the Superintendent or designee to establish revolving funds and a petty cash fund system for school cafeterias, lunchrooms, athletics, or similar purposes, provided such funds are maintained in accordance with Board policy 4:80, *Accounting and Audits*, and remain in the custody of an employee who is properly bonded according to State law.

LEGAL REF.: 105 ILCS 5/8-16, 5/10-7, and 5/10-20.19.  
23 Ill.Admin.Code §100.70.

CROSS REF.: 4:55 (Use of Credit and Procurement Cards), 4:60 (Purchases and Contracts),  
4:80 (Accounting and Audits)

ADOPTED: December 21, 2009

**Comment [a1]:** Policy is updated to comply with 105 ILCS 5/8-16, amended by P.A. 96-998. The treasurer is now authorized "to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills," without further Board approval.  
**Issue 73, August 2010**

## General Personnel

### Staff Development Program

Please refer to the following current agreement:

**Collective Bargaining Agreement Between the Putnam County Education Association, IEA-NEA, and the Board of Education, Putnam County Community Unit School District 535.**

**For employees not covered by this agreement:**

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for certificated staff members shall be designed to effectuate the District and School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

The staff development program shall provide, at a minimum, at least once every 2 years, the in-service training of certificated school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide, at a minimum, once every 2 years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct.

At least every 2 years, the Superintendent or designee shall arrange an in-service to train school personnel, at a minimum, to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence.

An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automatic external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automatic external defibrillator.

**Comment [a1]:**

**OPTIONAL LANGUAGE** may be added restating 105 ILCS 5/10-22.39(e), amended by P.A. 96-349. "The staff development program shall provide, at a minimum, once every 2 years, the in-service training of all District staff by a person with expertise on anaphylactic reactions and management."

There is no requirement that this topic be addressed in board policy.  
**Issue 73, August 2010**

LEGAL REF.: 105 ILCS 5/2-3.60, 5/10-22.39, 5/10-23.12, 5/24-5, and 110/3.  
745 ILCS 49/, Good Samaritan Act.

CROSS REF.: 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 5:90 (General Personnel - Abused and Neglected Child Reporting), 5:120 (Ethics), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:285 (Food Allergy Management Program), 7:290 (Suicide Awareness and Prevention Program)

ADOPTED: March 15, 2010

## Professional Personnel

### Teacher Qualifications

A teacher, as the term is used in this policy, refers to a District employee who is required to be certified under State law. The following qualifications apply:

1. Each teacher must:
  - a. Have a valid Illinois certificate that legally qualifies the teacher for the duties for which the teacher is employed.
  - b. Provide the District Office with a complete transcript of credits earned in institutions of higher education. Provide the District Office with a complete transcript of credits earned in institutions of higher education ~~and, annually by July 1.~~
  - c. On or before September 1 of each year, unless otherwise provided in an applicable collective bargaining agreement, provide the District Office with a transcript of any credits earned since the date the last transcript was filed.
  - d. Notify the Superintendent of any change in the teacher's transcript.
2. All teachers with primary responsibility for instructing students in the core academic subject areas (science, the arts, reading or language arts, English, history, civics and government, economics, geography, foreign language, and mathematics) must be *highly qualified* for those assignments as determined by State and federal law.

The Superintendent or designee shall:

1. Monitor compliance with State and federal law requirements that teachers be appropriately certified and *highly qualified* for their assignments;
2. Through incentives for voluntary transfers, professional development, recruiting programs, or other effective strategies, ensure that minority students and students from low-income families are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers; and
3. Ensure parents/guardians of students in schools receiving Title I funds are notified: (a) of their right to request their students' classroom teachers' professional qualifications, and (b) whenever their child is assigned to, or has been taught for 4 or more consecutive weeks by, a teacher who is not *highly qualified*.

LEGAL REF.: 20 U.S.C. §6319.  
34 C.F.R §200.55, 56, 57, and 61.  
105 ILCS 5/10-20.15, 5/21-1, 5/21-10, 5/21-11.4, and 5/24-23.  
23 Ill.Admin.Code Part 25.

CROSS REF.: 6:170 (Title I Programs)

ADOPTED: ~~December 21, 2009~~

**Comment [a1]:** Policy is updated to comply with P.A. 96-998. The deadline for teachers to provide the district office with a complete transcript of credits earned in institutions of higher education is moved from July 1 to September 1.

**OPTION**  
Subparagraph 1b and 1c are required of all teachers by 105 ILCS 5/24-23, amended by P.A. 96-998. Some boards add the word "official" to the phrase, "complete official transcript of credits." If your district would like to add the word "official" please indicate that choice on the response form.  
**Issue 73, August 2010**

## **Educational Support Personnel**

### **Employment Termination and Suspensions**

#### Resignation and Retirement

**Please refer to the following current agreement:**

**Collective Bargaining Agreement Between the Putnam County Education Association, IEA-NEA, and the Board of Education, Putnam County Community Unit School District 535.**

**For employees not covered by this agreement:**

An employee is requested to provide 2 weeks' notice of a resignation. A resignation notice cannot be revoked once given. An employee planning to retire should notify his or her supervisor at least 2 months before the retirement date.

#### Non-RIF Dismissal

Employees who are employed annually or have a contract, or who otherwise have a legitimate expectation of continued employment, may be dismissed: (1) at the end of the school year or at the end of their respective contract after being provided appropriate notice and after compliance with any applicable contractual provisions, or (2) mid-year or mid-contract provided appropriate due process procedures are provided.

The Superintendent is responsible for making dismissal recommendations to the School Board consistent with the Board's goal of having a highly qualified, high performing staff.

#### Reduction in Force and Recall

**Please refer to the following current agreement:**

**Collective Bargaining Agreement Between the Putnam County Education Association, IEA-NEA, and the Board of Education, Putnam County Community Unit School District 535.**

**For employees not covered by this agreement:**

This section is applicable whenever the Board decides to decrease the number of educational support personnel or to discontinue some particular type of educational support service and, as a result of that action, an educational support employee is removed, dismissed, or his or her hours are reduced.

The Board shall use a seniority list to determine the order of dismissal or removal. The seniority list, categorized by positions, shows the length of continuing service of each full-time educational support employee. The employee with the shorter length of continuing service within the respective category of position shall be dismissed first.

Except as provided below, written notice will be given the employee by certified mail, return receipt requested, at least 30 days before the employee is removed or dismissed, or his or her hours are reduced, together with a statement of honorable dismissal and the reason therefore if applicable. The prior written notice will be extended to at least 90 days if the lay-off is due to the District entering into a contract with a third party for non-instructional services. The prior written notice will be shortened to at least 5 days before an employee's hours are reduced as a result of an unforeseen reduction in the student population.

Any vacancies for the following school term or within one calendar year from the beginning of the following school term, shall be offered to the employees so removed or dismissed from that category or any other category of position provided they are qualified to hold such positions.

#### Final Paycheck

A terminating employee's final paycheck will be adjusted for any unused, earned vacation credit. Employees are paid for all earned vacation. Terminating employees will receive their final pay on the next regular payday following the date of termination, except that an employee dismissed due to a reduction in force shall receive his or her final paycheck on or before the ~~third business day~~ next regular pay date following the last day of employment.

**Comment [a1]:** Policy is updated to comply with 105 ILCS 5/10-23.5, amended by P.A. 96-998. The deadline for giving a final paycheck to an employee whose employment was terminated due to a reduction in force is changed.  
**Issue 73, August 2010**

#### Suspension

**Please refer to the following current agreement:**

**Collective Bargaining Agreement Between the Putnam County Education Association, IEA-NEA, and the Board of Education, Putnam County Community Unit School District 535.**

**For employees not covered by this agreement:**

Except as provided below, the Superintendent is authorized to suspend an employee without pay as a disciplinary measure, during an investigation into allegations of misconduct or pending a dismissal hearing whenever, in the Superintendent's judgment, the employee's presence is detrimental to the District. A disciplinary suspension shall be with pay: (1) when the employee is exempt from the overtime provisions, or (2) until an employee with an employment contract for a definite term is provided a notice and hearing according to the suspension policy for professional employees.

LEGAL REF.: 5 ILCS 430 et seq.  
105 ILCS 5/10-22.34c and 5/10-23.5.  
820 ILCS 105/4a.

CROSS REF.: 5:240 (Professional Personnel - Suspension), 5:270 (Educational Support Personnel - Employment At-Will, Compensation, and Assignment)

ADOPTED: December 21, 2009

**Instruction**

**High School Credit for Proficiency**

Proficiency Credits

Subject to the limitations in this policy and State law, the Superintendent is authorized to establish and approve a program for granting credit for proficiency with the goal of allowing a student who would not benefit from a course because the student is proficient in the subject area to receive credit without having to take the course. A student who demonstrates competency under this program will receive course credit for the applicable course and be excused from any requirement to take the course as a graduation prerequisite. No letter grade will be given for purposes of the student's cumulative grade point average. The Superintendent or designee shall notify students of the availability of and requirements for receiving proficiency credit.

Proficiency credit will be offered in the following subject areas:

*Consumer education*—In order to receive credit, a student must pass the Annual Consumer Education Proficiency Test developed by the State Board of Education. A student in grades 9 through 12 is eligible to take the proficiency examination.

*Foreign language* - A student is eligible to receive one year of foreign language credit if the student has graduated from an accredited elementary school and can demonstrate proficiency, according to this District's academic criteria, in a language other than English. A student who demonstrates proficiency in American Sign Language is deemed proficient in a foreign language and will receive one year of foreign language credit. A student who studied a foreign language in an approved ethnic school program is eligible to receive appropriate credit according to the level of proficiency reached; the student may be required to take a proficiency examination.

*Other proficiency testing* - Proficiency testing may also be used to determine eligible credit for other subjects whenever students enter from non-graded schools, non-recognized or non-accredited schools, or were in a home-schooling program.

**Comment [a1]:** Policy is updated to delete the section discussing consumer education in response to 105 ILCS 5/27-12.1, amended by P.A. 96-1061. The statute no longer allows districts to grant consumer education proficiency credit.  
**Issue 73, August 2010**

LEGAL REF.: 105 ILCS 5/10-22.10, 5/10-22.43, 5/10-22.43a, 5/27-12.1, 5/27-22, 5/27-22.10, 5/27-24.3, and 5/27-24.4.  
23 Ill.Admin.Code §1.460.

CROSS REF.: 6:180 (Extended Instructional Programs), 6:280 (Grading and Promotion); 6:300 (Graduation Requirements), 6:310 (Credit for Alternative Courses and Programs, and Course Substitutions), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students)

ADOPTED: December 21, 2009

## Students

### Harassment of Students Prohibited

#### Bullying, Intimidation, and Harassment Prohibited

No person, including a District employee or agent, or student, shall harass, intimidate, or bully another student based upon a student's on the basis of actual or perceived: race; color; nationality; sex; sexual orientation; gender identity; gender-related identity or expression; ancestry; age; religion; creed; physical or mental disability; gender identity; order of protection status; status of being homeless; or actual or potential marital or parental status, including pregnancy; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic, protected group status. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Complaints of harassment, intimidation or bullying are handled according to the provisions on sexual harassment below. The Superintendent shall use reasonable measures to inform staff members and students that the District will not tolerate harassment, intimidation or bullying by including this policy in the appropriate handbooks.

#### Sexual Harassment Prohibited

Sexual harassment of students is prohibited. Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and engages in other verbal or physical conduct of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
  - a. Substantially interfering with a student's educational environment;
  - b. Creating an intimidating, hostile, or offensive educational environment;
  - c. Depriving a student of educational aid, benefits, services, or treatment; or
  - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms "intimidating," "hostile," and "offensive" include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

#### Making a Complaint; Enforcement

Students who believe they are victims of sexual harassment or have witnessed are encouraged to report claims or incidences of bullying, harassment, sexual harassment, are encouraged to discuss or any other prohibited conduct to the matter with the student- Nondiscrimination Coordinator, Building Principal, or a Complaint Manager. Students A student may choose to report to a person of the

#### **Comment [a1]:**

##### **UPDATE 1**

Policy is updated to comply with 105 ILCS 5/27-23.7, amended by P.A. 96-952 (bullying statute). This legislation amends the statute requiring boards to adopt a policy on bullying.

We added the classifications that were added by revisions to the bullying statute. The list of examples of prohibited conduct is optional.

The list of protected classifications in this policy is the same as the list in 7:180, *Preventing Bullying, Intimidation, and Harassment*. The list of protected classifications in sample policy 7:10, *Equal Educational Opportunities*, is different – it does not contain the classifications that are exclusively identified in the bullying statute (105 ILCS 5/27-23.7).

**Issue 73, August 2010**

#### **Comment [a2]: UPDATE 2**

Paragraph was deleted and information for making complaints and enforcement were included under a new subheading.

**Issue 73, August 2010**

#### **Comment [a3]: UPDATE 3**

Subhead was added and policy edited to provide information for lodging complaints and to address enforcement. Language was changed throughout to make the policy more inclusive.

**Issue 72, August 2010**

student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

An allegation that ~~one a student was sexually harassed~~ a victim of any prohibited conduct perpetrated by another student shall be referred to the Building Principal, for appropriate action.

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. At least one of these individuals will be female, and at least one will be male.

**Nondiscrimination Coordinator:**

Mr. Jay McCracken, Supt. \_\_\_\_\_

Name

400 E. Silverspoon Ave. \_\_\_\_\_

Address

Granville, IL 61326 \_\_\_\_\_

(815) 882-2800 x5 \_\_\_\_\_

Telephone

**Complaint Managers:**

Kristal LeRette, Principal \_\_\_\_\_

Putman Co.. Primary School \_\_\_\_\_

Name

400 E. Silverspoon Ave. \_\_\_\_\_

Address

Granville, IL 61326 \_\_\_\_\_

(815) 882-2800 x1 \_\_\_\_\_

Telephone

Mr. Jay McCracken \_\_\_\_\_

Superintendent \_\_\_\_\_

Name

400 E. Silverspoon Ave. \_\_\_\_\_

Address

Granville, IL 61326 \_\_\_\_\_

((815) 882-2800 x5 \_\_\_\_\_

Telephone

The Superintendent shall use reasonable measures to inform staff members and students ~~that the District will not tolerate sexual harassment of this policy,~~ such as, by including ~~this policy~~ it in the appropriate handbooks.

Any District employee who is determined, after an investigation, to have engaged in ~~sexual harassment~~ conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in ~~sexual harassment~~ conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. ~~Any person making a knowingly false accusation regarding sexual harassment prohibited conduct~~ will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments.  
34 C.F.R. Part 106.  
105 ILCS 5/10-20.12, 10-22.5, 5/27-1, and 5/27-23.7.  
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.  
23 Ill.Admin.Code §1.240 and Part 200.  
Davis v. Monroe County Board of Education, 119 S.Ct. 1661 (1999).  
Franklin v. Gwinnett Co. Public Schools, 112 S.Ct. 1028 (1992).  
Gebser v. Lago Vista Independent School District, 118 S.Ct. 1989 (1998).  
West v. Derby Unified School District No. 260, 206 F.3d 1358 (10th Cir., 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited),  
7:10 (Equal Educational Opportunities), 7:180 (Preventing Bullying, Intimidation, and Harassment), 7:190 (Student Discipline)

ADOPTED: ~~March 15, 2010~~

## Students

### Preventing Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors is an important District goal.

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

1. During any school sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school sponsored or school sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.

For purposes of this policy, the term *bullying* means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of one or more of the following:

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

Bullying, intimidation, and/or harassment may take various forms, including without limitation: threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.

The Superintendent or designee shall develop and maintain a program 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 or-intimidating, or bullying a student based upon a student's race, color, nationality, sex, sexual orientation, ancestry, age, religion, creed, physical or mental disability, gender identity, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, or other protected group status on an actual or perceived characteristic that is identified in the policy. Each of those characteristics is also identified in this policy's second paragraph.~~
  - b. ~~7:190, *Student Discipline*. This policy prohibits students from engaging in hazing, bullying, or any kind of aggressive behavior that does physical or psychological harm to another or any urging of other students to engage in such conduct; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, bullying, hazing, or other comparable conduct.~~
  - c. ~~7:310, *Restrictions on Publications and Written or Electronic Material*. This policy prohibits students from: (i) accessing and/or distributing at school any written, printed, or~~

**Comment [a1]:**

**UPDATE 1**

Policy is updated to comply with 105 ILCS 5/27-23.7, amended by P.A. 96-952. This legislation amends the statute requiring boards to adopt a policy on bullying.

Issue 73, August 2010

electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (ii) creating and/or distributing written, printed, or electronic material, including photographs and Internet material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

- d. 6:235. Access to Electronic Networks. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use. It subjects any individual to the loss of privileges, disciplinary action, and/or appropriate legal actions for violating the District's *Authorization of Electronic Network Access*.

Full implementation of the above policies includes: (a) conducting a prompt and thorough investigation of alleged incidents of bullying, intimidation, harassing behavior, or similar conduct, (b) providing each student who violates one or more of these policies with appropriate consequences and remedial action, and (c) protecting students against retaliation for reporting such conduct.

2. Examines the appropriate steps to understand and rectify conditions that foster bullying, intimidation, and harassment; this contemplates taking action to eliminate or prevent these disruptive behaviors beyond traditional punitive disciplinary actions.
3. Includes character education in all grades in accordance with State law and 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. Fully informs staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes: (a) communicating the District's expectation – and the State law requirement – that teachers and other certificated employees maintain discipline, and (b) establishing a process for staff members to fulfill their obligation to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
5. Encourages all members of the school community, including students, parents, volunteers, and visitors, to report alleged acts of bullying, intimidation, harassment, and other acts of actual or threatened violence.
6. Actively involves students' parents/guardians in the remediation of the behavior(s) of concern. This includes ensuring that all parents/guardians are notified, as required by State law, whenever their child engages in aggressive behavior.
7. Communicates the District's expectation that all students conduct themselves with a proper regard for the rights and welfare of other students. This includes a process for commending or acknowledging students for demonstrating appropriate behavior.
8. Annually communicates this policy to students and their parents/guardians. This includes annually disseminating information to all students and parents/guardians explaining the serious disruption caused by bullying, intimidation, or harassment and that these behaviors will be taken seriously and are not acceptable in any form.
9. Engages in ongoing monitoring that includes collecting and analyzing appropriate data on the nature and extent of bullying in the District's schools and, after identifying appropriate indicators, assesses the effectiveness of the various strategies, programs, and procedures and reports the results of this assessment to the Board along with recommendations to enhance effectiveness.

**Comment [a2]:**

**UPDATE 2**

We added a policy to the list of policies that the superintendent or designee must fully implement. We believe these four policies are vital to combating bullying.  
**Issue 73, August 2010**

10. Complies with State and federal law and is in alignment with Board policies. This includes prompting the Board to update the policy beginning every 2 years after its initial adoption and filing this policy with the Illinois State Board of Education after the Board adopts or updates it.

This policy is not intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 or 4 of Article 1 of the Ill. Constitution.

**Comment [a3]:**  
**UPDATE 3**  
The bullying statute also contains this caveat.  
**Issue 73, August 2010**

LEGAL REF.: 405 ILS 49/, Children's Mental Health Act.  
105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.  
23 Ill.Admin.Code §§1.240 and §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:190 (Student Discipline), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications and Written or Electronic Material)

ADOPTED: ~~March 15, 2010~~

## Students

### Student Discipline

#### Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including but not limited to:

1. Using, possessing, distributing, purchasing, or selling tobacco materials.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, or selling:
  - a. Any illegal drug, controlled substance, or cannabis (including marijuana and hashish).
  - b. Any anabolic steroid unless being administered in accordance with a physician's or licensed practitioner's prescription.
  - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
  - d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions.
  - e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
  - f. "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.
  - g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

4. Using, possessing, controlling, or transferring a weapon in violation of the "weapons" section of this policy.
5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student

conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or any urging of other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, ~~intimidation, fear, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.~~
10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
11. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
12. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
13. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
14. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
15. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; or (d) at any location on school property or at a school-sponsored event.

**Comment [a1]:  
UPDATE 1**

We added a provision that covers what is commonly known as *sexting*. The language is from legislation providing that a minor who distributes or disseminates an indecent visual depiction of another minor through the use of a computer or electronic communication device may be adjudged a minor in need of supervision (705 ILCS 405/3-40, added by P.A. 96-1087, eff. 1-1-11).  
**Issue 73, August 2010**

**Comment [a2]:  
UPDATE 2**

New examples of bullying are added to the provision identifying *bullying* as prohibited conduct in response to 105 ILCS 5/27-23.7(d), amended by P.A. 96-952.  
**Issue 73, August 2010**

Efforts, including the use of early intervention and progressive discipline, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or physiological psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

The grounds for disciplinary action, including those described more thoroughly later in this policy, apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

#### Disciplinary Measures

Disciplinary measures may include:

1. Disciplinary conference.
2. Withholding of privileges.
3. Seizure of contraband.
4. Suspension from school and all school activities for up to 10 days, provided that appropriate procedures are followed. A suspended student is prohibited from being on school grounds.
5. Suspension of bus riding privileges, provided that appropriate procedures are followed.
6. Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, provided that the appropriate procedures are followed. An expelled student is prohibited from being on school grounds.
7. Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), "look-alikes," alcohol, or weapons.
8. Notifying parents/guardians.
9. Temporary removal from the classroom.
10. In-school suspension for a period not to exceed 5 school days. The Building Principal or designee shall ensure that the student is properly supervised.
11. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.

12. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure giving the student and/or parent/guardian the choice.

A student who is subject to suspension or expulsion may be eligible for transfer to an alternative school program.

Corporal punishment ~~shall not be used~~ is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

#### Weapons

A student who uses, possesses, controls, or transfers a weapon, or any other object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code; (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, billy clubs; or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, and pen, is considered to be a weapon if used or attempted to be used to cause bodily harm. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

#### Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, State Police, and any involved student's parent/guardian. "School grounds" includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

#### Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including

all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment.

LEGAL REF.: Gun-Free Schools Act, 20 U.S.C. §7151 et seq.  
Pro-Children Act of 1994, 20 U.S.C. §6081.  
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10,  
5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/24-24, 5/26-12, 5/27-23.7, and 5/31-3.  
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline),  
6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out  
of School and Graduation Incentives Program), 7:70 (Attendance and Truancy),  
7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150  
(Agency and Police Interviews), 7:160 (Student Appearance), 7:170  
(Vandalism), 7:180 (Preventing Bullying, Intimidation, and Harassment ), 7:200  
(Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct),  
7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for  
Participants in Extracurricular Activities), 7:270 (Administering Medicines to  
Students), 7:310 (Restrictions on Publications and Written or Electronic  
Material), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: ~~March 15, 2010~~

**Students**

**Suspension Procedures**

The Superintendent shall implement suspension procedures that provide, at a minimum, for the following:

1. Before a student may be suspended, the student shall be provided a conference during which the charges will be explained and the student will be given an opportunity to respond to the charges.
2. A pre-suspension conference is not required and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule that was violated, and a notice to the parent(s)/guardian(s) of their right to a review of the suspension. ~~A copy of a notice shall be given to the School Board~~ The School Board must be given a summary of the notice, including the reason for the suspension and the suspension length.
4. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate.

**Comment [a1]:** Policy is updated to comply with (105 ILCS 5/10-22.6(b), amended by P.A. 96-998. No longer must the board receive a copy of a student's suspension notice. The board must be given a summary of such notices, including the reason for the suspension and the suspension length.  
**Issue 73, August 2010**

LEGAL REF.: 105 ILCS 5/10-22.6(b).  
 Goss v. Lopez, 95 S.Ct. 729 (1975).  
 Sieck v. Oak Park River-Forest High School, 807 F.Supp. 73 (N.D. Ill., E.D., 1992).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:190 (Student Discipline)

ADOPTED: December 21, 2009

## Students

### Food Allergy Management Program

School attendance may increase a student's risk of exposure to allergens that could trigger a food-allergic reaction. A food allergy is an adverse reaction to a food protein mediated by the immune system which immediately reacts causing the release of histamine and other inflammatory chemicals and mediators. While it is not possible for the District to completely eliminate the risks of exposure to allergens when a student is at school, a Food Allergy Management Program using a cooperative effort among students' families, staff members, and students helps the District reduce these risks and provide accommodations and proper treatment for allergic reactions.

The Superintendent or designee shall develop and implement a Food Allergy Management Program that:

1. Fully implements the following goals established in The School Code: (a) identifying students with food allergies, (b) preventing exposure to known allergens, (c) responding to allergic reactions with prompt recognition of symptoms and treatment, and (d) educating and training all staff about management of students with food allergies, including administration of medication with an auto-injector, and providing an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management.
2. Follows and references the applicable best practices specific to the District's needs in the joint State Board of Education and Ill. Dept. of Public Health publication *Guidelines for Managing Life-Threatening Food Allergies in Schools*, available at:  
[www.isbe.net/nutrition/pdf/food\\_allergy\\_guidelines.pdf](http://www.isbe.net/nutrition/pdf/food_allergy_guidelines.pdf).
3. Complies with State and federal law and is in alignment with Board policies.

LEGAL REF.: 105 ILCS 5/2-3.149 and 5/10-22.39.  
*Guidelines for Managing Life-Threatening Food Allergies in Schools (Guidelines)*, jointly published by the State Board of Education and Ill. Dept. of Public Health.

CROSS REF.: 4:110 (Transportation), 4:120 (Food Services), 4:170 (Safety), 5:100 (Staff Development Program), 6:120 (Education of Children with Disabilities), 6:240 (Field Trips), 7:250 (Student Support Services), 7:270 (Administering Medicines to Students), 8:100, (Relations with Other Organizations and Agencies)

ADOPTED:

**Comment [a1]:** P.A. 96-349 mandates that school boards, no later than January 1, 2011, implement a policy based on *Guidelines for Managing Life-Threatening Food Allergies in Illinois Schools*. These guidelines were developed by ISBE and IDPH. Our material provides a legally compliant sample policy and procedure that aligns with IASB's *Foundational Principles of Effective Governance* and will promote the following goals:

1. Identifying students with food allergies.
2. Preventing exposure to known allergens.
3. Responding to allergic reactions with prompt recognition of symptoms and treatment.
4. Educating and training all staff about management of students with food allergies, including administration of medication with an auto-injector, and providing an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management.

The *Guidelines* are 78 pages long, and not everything found there applies to every district, so it is not practical to adopt the *Guidelines* as policy or to use them as the district's procedure.

Administrators should go to the PRESS Online site to access the sample procedure, 7:285-AP. While the policy is broad enough to apply to all districts, the sample procedure must be customized for each individual school district.

**Issue 73, August 2010**

## Community Relations

### Visitors to and Conduct on School Property

The following definitions apply to this policy:

**School property** - School buildings and grounds, all District buildings and grounds, vehicles used for school purposes, and any location used for a School Board meeting, school athletic event, or other school-sponsored event.

**Visitor** - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents and friends are invited onto school property, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

The Superintendent or designee may post certain school facilities for the community's use on non-school days when they are not being used for school purposes.

Except as provided in the next paragraph, any person wishing to confer with a staff member should contact that staff member by telephone or email to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall:

1. Strike, injure, threaten, harass, or intimidate a staff member, a Board member, sports official or coach, or any other person;
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language;
3. Possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device;
4. Damage or threaten to damage another's property;
5. Damage or deface school property;
6. Violate any Illinois law, or town or county ordinance;
7. Smoke or otherwise use tobacco products;
8. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs;
9. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner);

10. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board;
11. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive;
12. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding;
13. Violate other District policies or regulations, or a directive from an authorized security officer or District employee; or
14. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

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

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

**Comment [a1]:** Based upon feedback, we made non-substantive changes to the language in the "Convicted Child Sex Offender and Notification Laws" section in policy 8:30 to mirror the changes made in the February update to policy 4:170 Issue 73, August 2010

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

Exclusive Bargaining Representative Agent

**Please refer to the following current agreement:**

**Collective Bargaining Agreement Between the Putnam County Education Association, IEA-NEA, and the Board of Education, Putnam County Community Unit School District 535.**

**For employees not covered by this agreement:**

Authorized agents of an exclusive bargaining representative, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during free-times of such employees.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least 10 days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing,
2. A description of the prohibited conduct,
3. The proposed time period that admission to school events will be denied, and
4. Instructions on how to waive a hearing.

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 730 N.E.2d 96 (Ill.App.4, 2000).

Pro-Children Act of 1994, 20 U.S.C. §7181 et seq.  
105 ILCS 5/10-20.5b, 5/24-24, and 5/24-25.  
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Discipline), 8:20 (Community Use of School Facilities)

ADOPTED: April 19, 2010

## **Recommendation on FY10/11 Budget**

As superintendent, I recommend that we approve the FY10/11 Budget.

### **Rationale**

I have worked with our district bookkeeper and administrative secretary B, administrative team, and Board Finance Committee to be prepared for the passage of our FY10/11 Budget. In addition, I have sought input from Brent Appell (ISBE), Senator Gary Dahl, Representative Frank Mautino, and Dr. Rich Peters (former Streator Elementary Superintendent) to make certain that we were utilizing the most current information while creating the budget.

### **District Goal**

Maintain strong fiscal responsibility in the Putnam County CUSD 535.

## 2010/2011 SPEECH/LANGUAGE ESTIMATED BILLING

PUTNAM CO COMM UNIT# 535

9/2/2010

**28% CLINICIAN: KELLY SCHAEFER**

**SALARY** **\$15,065.68**

MEDICARE TAX (1.45%)	\$218.45
BOARD PAID TRS (9.8901%)	\$1,490.01
BOARD TRS (.58%)	\$96.02
BOARD TRS INSURANCE (.88%+.66%)	\$254.96
GROUP INSURANCE	\$5,585.72

This billing does not include any allowance for telephone or postage which is to be paid by the local district.

TUITION REIMBURSEMENT (at ISU or NIU prevailing rate)	\$426.72
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Billing is to occur in August and January with an adjusted billing in June. Payment of billings are due within 30-45 days of receipt of the billing. State personnel reimbursement is to be refunded following the contractual year of service provided as this reimbursement is received by L.E.A.S.E.

TRAVEL REIMBURSEMENT	\$280.00
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WORKMAN'S COMP INS	\$61.88
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UNEMPLOYMENT COMP INS	\$0.00 *
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SUPPLIES/EQUIPMENT	\$280.00
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INSERVICE (Conf/wkshp expenses)	\$280.00
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\*The L.E.A.S.E. Executive Committee has determined that L.E.A.S.E. will no longer pay for unemployment insurance but will assume the responsibility for reimbursement of any claims made by L.E.A.S.E. employees who become eligible for unemployment compensation. You will, therefore, no longer be billed for the cost of unemployment insurance for speech and language pathologists within your regular billings for these services. If, however, a speech and language pathologist does make an unemployment claim subsequent to their employment with L.E.A.S.E., L.E.A.S.E. will pay the claim and subsequently bill your school district for the appropriate share of the claim.

DUES/FEES	\$140.00
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INCIDENTAL COSTS RELATED TO SUPERVISION OF SPEECH/LANG SERVICES

<b>TOTAL COST</b>	<b>\$24,179.44</b>
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<b>TOTAL DUE FY11</b>	<b>\$24,179.44</b>
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<b>CURRENT BILLING FOR FIRST SEMESTER FOLLOWS: (One-half of total)</b>	<b>\$12,089.72</b>
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## **Recommendation for LEASE Speech/Language Pathologist**

As superintendent, I recommend that we accept the attached agreement with LEASE regarding the speech/language pathologist.

### **Rationale**

As you remember from August's meeting, we accepted the agreement with LEASE that provided part time speech/language services. Mary Jane Chapman contacted me and apologized profusely for providing incorrect financial figures for this service. All of us thought it was incredibly inexpensive, and a mistake had been made at LEASE. She has sent the corrected amount, but it is still reasonable, as we will utilize her services only 28%. Please refer to the attached details for the corrected amount.

### **District Goal**

Maintain strong fiscal responsibility in the Putnam County CUSD 535.

## **Recommendation for passage of PRESS Plus from July, 2010**

As superintendent, I recommend the passage of the PRESS Plus from July, 2010.

### **Rationale**

Our administrative team was asked to review the proposed changes in this PRESS Plus July, 2010 policy changes. They are comfortable with the changes.

### **District Goal**

Improve communication among all stakeholders in the Putnam County School District and communities.

**Fw: Hennepin Roofing Estimated Cost**

Thursday, September 16, 2010 1:30 PM

**From:** "Jay McCracken" <jaymccracken@putnam.k12.il.us>**To:** "Pam Ellena" <ellenap@putnam.k12.il.us>

----- Original Message -----

**From:** David Patton**To:** Jay McCracken**Sent:** Thursday, July 01, 2010 10:41 AM**Subject:** Hennepin Roofing Estimated Cost

Jay,

Can you please confirm the "estimated" cost of the roof work at Hennepin that we should be including on our invoice.

The Life Safety Survey in 2005 included a cost of \$76,000 for the reroofing of the gym roof. At 3% per year, the cost today would be anticipated to be approximately \$88,000. In addition, there was 1,400 sf of flat roof area roofing added to the project which were not part of the LS item. The additional 1,400 sf would have a cost of approximately \$16,000.

Therefore the total estimated cost would be approximately \$104,000.

Is this the cost of the Hennepin roof work that we should be using on our revised invoice?

Also, we estimated the cost of the HS mechanical unit to be approximately \$35,000. We used this estimated cost on our last invoice instead of the actual bid amount of over \$100,000.

Is this the cost of the HS mechanical work that we should be using on our revised invoice?

Please let me know your thoughts.

Thanks

David G. Patton, AIA, LEED AP

*Principal*



Healy, Bender & Associates, Inc.  
4040 Helene Avenue, Naperville, Illinois 60564  
Telephone 630.904.4300 Facsimile 630.904.1515

 [dpatton@healybender.com](mailto:dpatton@healybender.com)

Visit us on the Web: [www.healybender.com](http://www.healybender.com)

The original estimate in 2005 for the Hennepin roof project was \$76,000. With the additional \$16,000 for the extra 1,400 square feet of roofing, that is a total of \$92,000. The Healy Bender architectural percentage would be based upon that figure.

## **Press Plus First Reading**

The administrative team is still in the process of reviewing the latest Press Plus policy changes. We discussed those in general at yesterday's administrative team meeting, but since this is just the first reading, we still have adequate time for the administrative team to complete their review before the October vote.

PUTNAM COUNTY CUSD #535  
BOARD OF EDUCATION EXECUTIVE SESSION AGENDA  
SEPTEMBER 20, 2010  
6:30 P.M.

- I. Personnel
  - A. Pam Veronda – FMLA Leave (used all sick & personal days)
  - B. Stacy Veronda – FMLA Leave (27.5 sick days & 2 personal days)
  - C. Connie Hartman – Maternity Leave (will use 30 sick days)
  - D. Hire Debbie Thompson – 5<sup>th</sup> Grade Girls Basketball Coach
  - E. Julie Colby – Math Tutor

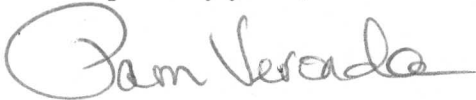
August 31, 2010

Jay McCracken, District Superintendent  
400 E. Silverspoon  
Granville, Illinois 61326

Mr. McCracken,

I would like to take advantage of the Family Medical Leave Act because of my health situation at this time. I feel it is necessary to stop working so that I can concentrate on getting well. Fully intending to return to my position as an ESP in the district, my FMLA would start on Wednesday, September 1, 2010 and I will return to work Monday, December 6, 2010. If these dates are not correct, please let me know of my return date/day. Thank you so much for the opportunity to be an employee in this district.

Respectfully yours,

A handwritten signature in cursive script that reads "Pam Veronda". The signature is written in dark ink and is positioned to the left of the typed name.

Pam Veronda

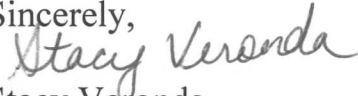
cc: Kristal LeRette, Principal

August 26, 2010

To Whom It May Concern:

I am requesting a sick leave starting on September 22, 2010 and lasting for six weeks, and ending on November 4<sup>th</sup>, 2010. I have spinal surgery scheduled for September 22, 2010. The doctor advised that I need six weeks to recuperate. I would appreciate being granted this leave.

Sincerely,



Stacy Veronda

PCPS Media/Tech aide

Friday, September 3, 2010

To Whom It May Concern:

I am writing this letter to inform you on my estimated maternity leave. My due date is November 19. I will be taking no less than 6 weeks and no more than 12 weeks off. I hope to return to school no later than Monday, January 31<sup>st</sup>.

I would like to use 30 of my accumulated sick leave days and the rest unpaid. When the time comes, it would be much appreciated if you could stretch out my doc days over the remaining pay checks for the year.

Please let me know if you see any problems with this.

Thank You,

*Connie Hartman*

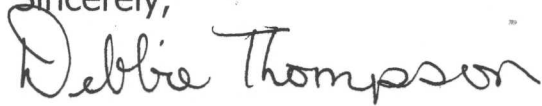
Connie Hartman ☺

August 30, 2010

Mr. Carlson,

I would like to officially apply for the position of the 5<sup>th</sup> grade girls basketball coach, for the 2010-2011 season.

Sincerely,

A handwritten signature in cursive script that reads "Debbie Thompson". The signature is written in black ink and is positioned above the printed name.

Debbie Thompson

### **Recommendations for Executive Session Items**

As superintendent, I recommend approving the FMLA leaves listed on the agenda.

I also recommend approving the maternity leave for Connie Hartman.

I recommend hiring Debbie Thompson as the Fifth Grade Girls' Basketball Coach.

Regarding Julie Colby, I do not recommend increasing the compensation that was offered in the Memorandum of Understanding presented at the last Board meeting. (She has asked for consideration regarding this matter, and several Putnam County citizens have asked us to consider this.)