

PUTNAM COUNTY CUSD #535
BOARD OF EDUCATION MEETING AGENDA
PUTNAM COUNTY PRIMARY SCHOOL - MEDIA CENTER
November 17, 2014
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. JH Softball Team
- VI. CORRESPONDENCE
- VII. CONSENT AGENDA
 - A. Approve October 20, 2014 Regular and Executive Session Minutes. 3
 - B. Approve District Bills 7
 - C. Approve Financial Reports 24
 - D. Approve Treasurer's Report 87
 - E. Destroy Executive Session Verbatim Recordings of May 20, 2013.
- VIII. REPORTS, UPDATES AND INFORMATIONAL ITEMS
 - A. Principals' Reports 89
 - B. Superintendent's Report
 - 1. Transportation 99
 - 2. State Funding 100
 - 3. Investment Update 101
 - C. Committee Reports
- IX. OLD BUSINESS
 - A. Approve PRESS Plus Issue 86 August 2014 Board Policy Updates (Action) 124
- X. NEW BUSINESS

A. First Reading PRESS Plus Issue 87, October 2014	125
B. Approve Tentative Tax Levy (Action)	180
C. Set Truth in Taxation Hearing for December 15, 2014 at 6:00 p.m. (Action)	
XI. EXECUTIVE SESSION FOR THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE DISTRICT.	184
XII. ACTION ITEMS FOLLOWING EXECUTIVE SESSION	
A. Recommendation to Approve Three Day Suspension of Employee 141501 (Action)	
XIII. ADJOURNMENT	

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

Board of Education
Regular Meeting
6:30 p.m., October 20, 2014
Media Center Putnam County Primary School

President Mrs. Nauman 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: Mr. Gibson, Mrs. Gilbert, Mrs. Nauman, Mrs. Popurella and Mrs. Shore. Mr. Copeland and Ms. Glenn were absent.

ROLL CALL

JH Softball team will come to the next Board meeting.

ADJUSTMENTS TO
AGENDA

Debbie Ward, fifth grade teacher, and fifth grade students showed how they use iPads in the classroom. They showed the use of different apps on the iPads.

AUDIENCE
PARTICIPATION

Thank you note from Sue Evans.

CORRESPONDENC
E

Mrs. Gilbert moved and Mr. Gibson seconded the motion to approve the Consent Agenda: Regular and Executive session minutes of September 22, 2014, Budget Hearing minutes, Expulsion Hearing minutes, Treasurer's Report for month of September, Financial Reports for month of September, bills for month of October, and destroy Executive Session Verbatim Recordings of April 22, 2013. On roll call the members voted as follows: Mrs. Gilbert, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried.

CONSENT AGENDA

Principals' reports are in BoardBook. Testing assessments are included in the reports this month.

PRINCIPALS'
REPORTS

Jason Hohoughlin from Gorenz and Associates presented the FY14 Audit. Operating fund balance is equal to about 11 months.

SUPERINTENDENT
REPORT

Superintendent and principals are having monthly meeting with Johannes Bus Company. The State owes the District \$252,042.

CD will mature on November 17, 2014. It is at First State Bank.

No Committee Reports

COMMITTEE
REPORTS

Mrs. Popurella moved and Mrs. Shore seconded the motion to approve the FY14 Audit as presented by Gorenz and Associates. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Mrs. Gilbert, aye; and Mrs. Nauman, aye. Motion carried.

FY14 AUDIT

First reading PRESS Plus Issue 86, August 2014.

PRESS PLUS ISSUE
86 AUGUST 2014

PUTNAM COUNTY BOARD OF EDUCATION

Oct 20, 2014

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At 7:16 p.m. Mr. Gibson moved and Mrs. Gilbert seconded the motion to adjourn to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the district. On roll call the members voted as follows: Mr. Gibson, aye; Mrs. Gilbert, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; and Mrs. Shore, aye. Motion carried.

EXECUTIVE
SESSION

At 7:35 p.m. Mrs. Shore moved and Mrs. Popurella seconded the motion to return to open session. On roll call the members voted as follows: Mrs. Shore, aye; Mr. Gibson, aye; Mrs. Gilbert, aye; Mrs. Nauman, aye; and Mrs. Popurella. Motion carried.

Mr. Gibson moved and Mrs. Shore seconded the motion to ratify the dismissal of Keri Burdette. On roll call the members voted as follows: Mr. Gibson, aye; Mrs. Gilbert, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; and Mrs. Shore, aye. Motion carried.

PERSONNEL

Mrs. Gilbert moved and Mr. Gibson seconded the motion to hire Lauren Van Keulen as HS Special Education Aide and Jenna Hansen as Pantera Coach. On roll call the members voted as follows: Mrs. Gilbert, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried.

At 7:36 p.m. Mrs. Popurella moved and Mrs. Gilbert seconded the motion to adjourn. All ayes, motion carried.

ADJOURN

Respectfully submitted.
Pamela Ellena, Board Secretary

APPROVED _____	_____
BOARD PRESIDENT	DATE
_____	_____
BOARD SECRETARY	DATE

Putnam County Community Unit School District No. 535
Granville, Illinois 61326
EXECUTIVE SESSION MINUTES
OCTOBER 20, 2014

CALL TO ORDER The School Board of Putnam County met in regular session in the media center at the Primary Building.

ROLL CALL The following members were present to answer roll call: Mr. Gibson, Mrs. Gilbert, Mrs. Nauman, Mrs. Popurella and Mrs. Shore. Mr. Copeland and Ms. Glenn were absent.

EXECUTIVE SESSION At 7:16 p.m. Mr. Gibson moved and Mrs. Gilbert seconded the motion to adjourn to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the district. On roll call the members voted as follows: Mr. Gibson, aye; Mrs. Gilbert, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; and Mrs. Shore, aye. Motion carried.

ITEMS DISCUSSED Hires: Lauren Van Keulen – HS Spec Ed Aide
Jenna Hansen – Pantera Coach
Ratify the Dismissal of Keri Burdette – HS Spec Ed Aide

RETURN TO OPEN MEETING At 7:35 p.m. Mrs. Shore moved and Mrs. Popurella seconded the motion to return to open session. On roll call the members voted as follows: Mrs. Shore, aye; Mr. Gibson, aye; Mrs. Gilbert, aye; Mrs. Nauman, aye; and Mrs. Popurella. Motion carried.

BOARD PRESIDENT: _____

DATE: _____

BOARD SECRETARY: _____

Bills Payable List

Printed: 11/13/2014 1:34 PM
 PUTNAM COUNTY CUSD #535
 Expense on Date: 11/1/2014 to 11/30/2014

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
AFLAC					
		AFLAC-AFTER	999	87.77	10-481
		AFLAC-PRE TAX	97	102.57	10-481
		AFLAC-PRE TAX	97	10.79	20-481
		AFLAC-AFTER	999	87.77	10-481
		AFLAC-PRE TAX	97	102.57	10-481
		AFLAC-PRE TAX	97	10.79	20-481
				\$402.26	
ALLIED WASTE SERVICES #366					
		ALL SCHOOL SERVICES	1,112	639.43	20-2542-321-1
				\$639.43	
AMEREN ILLINOIS					
		H S- ELECTRIC SERVICE	1,112	23.86	20-2542-466-2
				\$23.86	
AMSAN LLC					
		ELEMENTARY-BLDG SUPPLIES	1,112	53.14	20-2542-410-4
				\$53.14	
APPLE INC					
43326		IPADS	1,112	1,137.00	10-1112-410-1
43326		IPADS	1,112	1,137.00	10-2310-411-6
				\$2,274.00	
ARAMARK					
		ALL SCHOOL SERVICES	1,112	606.74	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	323.50	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	498.12	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	882.04	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	242.40	20-2542-321-1
				\$2,552.80	
ASSURANT EMPLOYEE BENEFITS (DENTAL)					
		DENT NC SINGLE	98	11.69	10-481
		DENT NC SINGLE	98	26.60	20-481
		DENT NC BP SIN	98	21.71	10-481
		DENT NC BP SIN	98	49.41	20-481
		DENTAL CERT S	98	130.71	10-481
		DENTAL CERT S	98	0.57	40-481
		DENTAL BP CRT S	98	242.80	10-481
		DENTAL BP CRT S	98	1.04	40-481
		DENTAL CRT F	98	306.17	10-481
		DENTAL BP CRT F	98	568.65	10-481
		DENTAL CERT S+	98	126.24	10-481
		DENT BP CRT S+	98	234.48	10-481
		DENT ADM BP F	98	154.38	10-481
		DENT ADM BP S	98	31.26	10-481
		DENT ADMIN E+S	98	27.84	10-481
		DENTAL EMP PD	98	15.63	10-481
		DENTAL CERT S	98	131.28	10-481
		DENTAL BP CRT S	98	243.84	10-481

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		DENTAL CRT F	98	306.17	10-481
		DENTAL BP CRT F	98	568.65	10-481
		DENTAL CERT S+	98	126.24	10-481
		DENT BP CRT S+	98	234.48	10-481
		DENT ADM BP F	98	154.38	10-481
		DENT ADM BP S	98	31.26	10-481
		DENT ADMIN E+S	98	27.84	10-481
		DENT ADMIN E+S	98	2.22	40-481
		DENT NC FAMILY	98	36.02	10-481
		DENT NC FAMILY	98	18.01	20-481
		DENT NC BP FAM	98	66.90	10-481
		DENT NC BP FAM	98	33.45	20-481
		DENT NC S+ 1	98	10.52	10-481
		DENT BP NC S+ 1	98	19.54	10-481
		DENT NC SINGLE	98	10.94	10-481
		DENT NC SINGLE	98	27.35	20-481
		DENT NC BP SIN	98	20.32	10-481
		DENT NC BP SIN	98	50.80	20-481
		DENTAL EMP PD	98	15.63	10-481
		DENT ADMIN E+S	98	2.22	40-481
		DENT NC FAMILY	98	36.02	10-481
		DENT NC FAMILY	98	18.01	20-481
		DENT NC BP FAM	98	66.90	10-481
		DENT NC BP FAM	98	33.45	20-481
		DENT NC S+ 1	98	10.52	10-481
		DENT BP NC S+ 1	98	19.54	10-481
				<u>\$4,271.68</u>	
ASSURANT EMPLOYEE BENEFITS (LIFE)					
		LIFE CERT	98	81.51	10-481
		LIFE CERT	98	0.19	40-481
		LIFE CERT BP	98	151.38	10-481
		LIFE CERT BP	98	0.36	40-481
		LIFE NC	98	8.50	10-481
		LIFE NC	98	4.10	20-481
		LIFE NC BP	98	15.78	10-481
		LIFE NC BP	98	7.62	20-481
		LIFE ADM BP	98	20.00	10-481
		LIFE SUPT BP 2	98	3.71	10-481
		LIFE SUPT BP 2	98	0.29	40-481
		LIFE EMP PD	98	2.00	10-481
		LIFE ADM BP	98	20.00	10-481
		LIFE SUPT BP 2	98	3.71	10-481
		LIFE SUPT BP 2	98	0.29	40-481
		LIFE CERT	98	81.70	10-481
		LIFE CERT BP	98	151.74	10-481
		LIFE NC	98	5.60	10-481
		LIFE NC	98	7.00	20-481
		LIFE NC BP	98	10.40	10-481

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Vendor Name				
P.O. Number	Description	Batch #	Amount	State Account Number
	LIFE NC BP	98	13.00	20-481
	LIFE EMP PD	98	2.00	10-481
			<u>\$590.88</u>	
ASSURANT EMPLOYEE BENEFITS (VISION)				
	VISION EMP	98	102.66	10-481
	VISION EMP	98	11.74	20-481
	VISION EMP	98	0.40	40-481
	VISION E+S	98	114.06	10-481
	VISION E+S	98	0.60	40-481
	VISION E+C	98	18.02	10-481
	VISION E+C	98	9.01	20-481
	VISION FAMILY	98	117.99	10-481
	VISION EMP	98	102.50	10-481
	VISION EMP	98	12.30	20-481
	VISION E+S	98	114.06	10-481
	VISION E+S	98	0.60	40-481
	VISION E+C	98	18.02	10-481
	VISION E+C	98	9.01	20-481
	VISION FAMILY	98	117.99	10-481
			<u>\$748.96</u>	
ASSURANT EMPLOYEE BENEFITS (VOL LIFE)				
	LIFE VOL	11	352.48	10-481
	LIFE VOL	11	4.89	40-481
	LIFE VOL	29	288.77	10-481
	LIFE VOL	29	4.64	40-481
			<u>\$650.78</u>	
AUDIO LABS				
	HS GYM SOUND SYSTEM	1,112	1,200.00	10-1501-540-2
			<u>\$1,200.00</u>	
BAELE, BRANDY				
	SW-TRAVEL	1,112	43.12	10-2110-332-1
			<u>\$43.12</u>	
BOUDREAU, REBECCA				
	HENN ELEM-TRAVEL	1,112	106.40	10-1110-332-4
			<u>\$106.40</u>	
BRADFIELDS COMPUTER SUPPLY				
464900	PROJECTORS AND WALL MOUNTS	1,112	658.00	10-1112-410-1
			<u>\$658.00</u>	
BUILDERS CHOICE, INC.				
	FALL PLAY	1,112	540.18	10-1540-411-1
			<u>\$540.18</u>	
BUREAU COUNTY REPUBLICAN				
	INFO SERV-ADVERTISING	1,112	50.40	10-2630-350-1
			<u>\$50.40</u>	
BUREAU OF EDUCATION & RESEARCH				
50816	TITLE I 7-5	1,112	389.00	10-1250-332-36

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
				<u>\$389.00</u>	
CARLSON, CARL		PRINC OFFICE-TRAVEL	1,112	275.52	10-2410-332-1
				<u>\$275.52</u>	
CARQUEST AUTO PARTS STORES		TRUCK REPAIR/MAINT	1,112	109.63	20-2542-320-3
				<u>\$109.63</u>	
CENTERPOINT ENERGY SERVICES INC		H S-NATURAL GAS SERVICE	1,112	290.36	20-2542-465-2
		JR HI-NATURAL GAS	1,112	98.72	20-2542-465-3
		ELEMENTARY-NATURAL GAS	1,112	102.99	20-2542-465-4
		PRIMARY NATURAL GAS	1,112	845.46	20-2542-465-5
				<u>\$1,337.53</u>	
CENTRAL RESTAURANT PRODUCTS	33097	PRIMARY REPAIR/MAI	1,112	175.04	10-2560-490-3
	52789	PRINC OFFICE-TRAVEL	1,112	54.59	10-2560-490-5
				<u>\$229.63</u>	
CEREBELLUM CORP	33085	JH MEDIA-AV	1,112	94.77	10-2220-430-3
				<u>\$94.77</u>	
CHILDRENS HOME ASSOC OF ILLINOIS		LIGHTEDWAY/PEORIA	1,112	2,298.00	10-1912-670-1
				<u>\$2,298.00</u>	
CIUCCI, ERIC		STATE ATHLETIC TRAVEL	1,112	549.45	10-1501-332-1
				<u>\$549.45</u>	
COMTECH HOLDINGS INC		ELEMENTARY-BLDG REPAIR	1,112	3,296.77	20-2542-323-4
		JR HI BLDG. REP/ MAINT	1,112	995.00	20-2542-323-3
		ELEMENTARY-BLDG REPAIR	1,112	500.00	20-2542-323-4
		PRIMARY REPAIR/MAI	1,112	500.00	20-2542-323-5
				<u>\$5,291.77</u>	
COUNTRY MUTUAL INS. CO.		COMM UMBRELLA INSUR	1,112	95.00	80-2364-380-7
		WORK COMP INSUR	1,112	2,090.90	80-2362-233-7
				<u>\$2,185.90</u>	
CROSS, RONDA		PRIMARY OFFICE - SUPPLIES	1,113	39.95	10-2410-410-5
		PRIMARY-TRAVEL	1,113	66.36	10-1111-332-5
				<u>\$106.31</u>	
CULLIGAN TRI CO SALES		ALL SCHOOL SERVICES	1,112	106.00	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	79.50	20-2542-321-1
				<u>\$185.50</u>	
DAVIS, ANNETTE E		MEDIA PROG-TRAVEL	1,112	168.90	10-2220-332-1

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		HEARING IMP-TRAVEL	1,112	16.80	10-1207-332-1
				<u>\$185.70</u>	
DELTA EDUCATION					
		EPIC SUPPLIES	1,112	182.54	10-2210-410-1
		EPIC SUPPLIES	1,112	55.99	10-2210-410-1
		EPIC SUPPLIES	1,112	53.67	10-2210-410-1
				<u>\$292.20</u>	
EASTERN IL UNIVERSITY					
		HS OFFICE - SUPPLIES	1,112	70.00	10-2410-410-2
				<u>\$70.00</u>	
EDENS, MICHELLE					
		ECE INST SUP 1-6	1,112	91.36	10-1125-410-1
		ECE TRAVEL 7-5	1,112	61.04	10-1125-332-1
				<u>\$152.40</u>	
FACTS 4 ME INC					
50998		PRIMARY MEDIA SOFTWA	1,113	50.00	10-2220-470-5
				<u>\$50.00</u>	
FEURER, LINDA					
		F/C SCIENCE SUPPLY	1,112	61.94	10-1113-412-2
				<u>\$61.94</u>	
FIRST CHOICE MED EQUIPMENT					
		MEDICAID	1,112	160.00	10-1220-411-11
				<u>\$160.00</u>	
FROG PUBLICATIONS					
50993		TITLE I 1-6	1,112	292.35	10-1250-410-36
				<u>\$292.35</u>	
FRONTIER					
		H S - TELEPHONE SERVICE	1,112	90.34	20-2542-340-2
		SUPT-TELEPHONE	1,112	94.54	20-2542-340-1
		ELEM-TELEPHONE	1,112	130.77	20-2542-340-4
				<u>\$315.65</u>	
FRUND, MONICA					
		HENN ELEM-TRAVEL	1,112	48.11	10-1110-332-4
				<u>\$48.11</u>	
GIMBAL, MATT					
		TITLE IIA TRAVEL	1,112	77.84	10-1110-332-42
				<u>\$77.84</u>	
GOETZ, JODIE L					
		HS-SUPPLIES	1,112	82.50	10-1113-410-2
				<u>\$82.50</u>	
GOPHER SPORT					
28102		P.E. ASSESSMENT	1,112	2,266.29	10-1112-410-1
				<u>\$2,266.29</u>	
GOSLIN, VANESSA					
		H S TRAVEL	1,112	106.40	10-1113-332-2
		JR HI-TRAVEL	1,112	106.40	10-1112-332-3

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		JR HI-TRAVEL	1,113	120.24	10-1112-332-3
		H S TRAVEL	1,113	120.23	10-1113-332-2
				<u>\$453.27</u>	
GRAINGER		JR HI-BUILDING SUPPLIES	1,112	48.80	20-2542-410-3
				<u>\$48.80</u>	
GRAPHIC ELECTRONICS		H S ATHLETIC-AWARDS	1,112	106.25	10-1501-487-2
				<u>\$106.25</u>	
GRASSERS		JR HI-BUILDING SUPPLIES	1,112	48.34	20-2542-410-3
				<u>\$48.34</u>	
GROSENBACH, KELSEY		STATE ATHLETIC TRAVEL	1,112	25.24	10-1501-332-1
				<u>\$25.24</u>	
HEALTH ALLIANCE MEDICAL PLANS		HLTH CRT S	98	443.67	10-481
		HLTH CRT S	98	1.31	40-481
		HLTH BP CRT S	98	10,051.46	10-481
		HLTH BP CRT S	98	29.56	40-481
		HLTH CRT F	98	1,551.52	10-481
		HLTH BP CRT F	98	1,894.52	10-481
		HLTH CRT E + S	98	1,418.97	10-481
		HLTH BP CRTE+S	98	2,732.03	10-481
		HLTH BP ADM S	98	554.00	10-481
		HLTH NC F	98	387.88	10-481
		HLTH BP NC F	98	473.63	10-481
		HLTH NC S	98	48.44	10-481
		HLTH NC S	98	56.95	20-481
		HLTH BP NC S	98	1,097.40	10-481
		HLTH BP NC S	98	1,290.21	20-481
		HLTH BP EMP+C	98	348.63	20-481
		HLTH E + C	98	1,046.90	10-481
		HLTH BP E + C	98	1,743.15	10-481
		HLTH E + C	98	209.38	20-481
		HLTH ADM BP F	98	2,584.50	10-481
		HLTH CRT S	98	444.98	10-481
		HLTH BP CRT S	98	10,081.02	10-481
		HLTH CRT F	98	1,551.52	10-481
		HLTH BP CRT F	98	1,894.52	10-481
		HLTH CRT E + S	98	1,418.97	10-481
		HLTH BP CRTE+S	98	2,732.03	10-481
		HLTH BP ADM S	98	554.00	10-481
		HLTH NC F	98	387.88	10-481
		HLTH BP NC F	98	473.63	10-481
		HLTH NC S	98	46.84	10-481
		HLTH NC S	98	58.55	20-481

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		HLTH BP NC S	98	1,061.16	10-481
		HLTH BP NC S	98	1,326.45	20-481
		HLTH BP EMP+C	98	348.63	20-481
		HLTH E + C	98	1,046.90	10-481
		HLTH BP E + C	98	1,743.15	10-481
		HLTH E + C	98	209.38	20-481
		HLTH ADM BP F	98	2,584.50	10-481
		HLTH ADMIN E+S	98	549.30	10-481
		HLTH ADMIN E+S	98	43.70	40-481
		HLTH ADMIN E+S	98	549.30	10-481
		HLTH ADMIN E+S	98	43.70	40-481
				<u>\$57,114.22</u>	
HENNEPIN BLDG IMPREST					
		CAFETERIA DUES AND FEES	1,112	50.00	10-2560-640-1
		TITLE I 7-5	1,112	250.00	10-1250-332-36
		PRINC OFFICE-POSTAGE	1,112	215.20	10-2410-341-1
				<u>\$515.20</u>	
HENNEPIN BOAT STORE LLC.					
		H S ATHLETIC-SUPPLIES	1,112	84.00	10-1501-410-2
				<u>\$84.00</u>	
HENNEPIN FOOD MART					
		ELEMENTARY-BLDG SUPPLIES	1,112	159.84	20-2542-410-4
		TECH-SUPPLIES	1,112	13.44	10-2226-410-1
		HENN-CAFE FOOD	1,112	5.94	10-2560-410-4
				<u>\$179.22</u>	
HIGH SCHOOL IMPREST					
		HS ATH DUES/FEES	1,112	842.00	10-1501-640-2
		HS ATHL OFFICIALS	1,112	460.00	10-1501-319-2
		MUSIC DUES	1,112	60.00	10-1115-640-1
		STUDENT LUNCH	1,112	127.65	10-1611
		ATHLETIC WRKRS-HS	1,112	60.00	10-1501-320-2
		H S TRAVEL	1,112	65.00	10-1113-332-2
		MEDIA PROG-TRAVEL	1,112	13.00	10-2220-332-1
		PRINC OFFICE-POSTAGE	1,112	214.60	10-2410-341-1
				<u>\$1,842.25</u>	
HILLMANN PEDIATRIC THERAPY					
		PHYS IMP-CONTRACT SERVIC	1,112	5,858.88	10-1204-319-1
				<u>\$5,858.88</u>	
HINCKLEY SPRING WATER CO					
		SUPT OFFICE-SUPPLIES	1,112	41.77	10-2320-410-1
				<u>\$41.77</u>	
HOFFMAN, JANICE					
		ECE COMM TRAVEL	1,112	56.79	10-1125-336-1
		ECE TRAVEL 7-5	1,112	28.00	10-1125-332-1
		PRIMARY-TRAVEL	1,113	49.28	10-1111-332-5
		ECE TRAVEL 7-5	1,113	261.17	10-1125-332-1
				<u>\$395.24</u>	

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HOLOCKER, SUSAN					
		JR HI CAFE-TRAVEL	1,112	8.57	10-2560-332-3
				<u>\$8.57</u>	
HOMEFIELD ENERGY					
		H S- ELECTRIC SERVICE	1,112	3,948.16	20-2542-466-2
		JR HI-ELECTRICAL SERVICE	1,112	2,633.96	20-2542-466-3
		ELEMENTARY-ELECTRIC SERVI	1,112	1,382.03	20-2542-466-4
		PRIMARY-ELECTRIC SERVIC	1,112	4,516.12	20-2542-466-5
				<u>\$12,480.27</u>	
HULSTROM, NATALIE					
		MUSIC TRAVEL	1,112	203.84	10-1115-332-1
		FALL PLAY	1,113	270.46	10-1540-411-1
				<u>\$474.30</u>	
IASA					
		SUPT OFFICE-TRAVEL	1,112	349.00	10-2320-332-1
				<u>\$349.00</u>	
IL STATE UNIVERSITY					
		TITLE I 7-5	1,112	512.00	10-1250-332-36
		TITLE I 7-5	1,112	407.00	10-1250-332-36
				<u>\$919.00</u>	
IL VALLEY CELLULAR					
		ALL SCHOOL SERVICES	1,112	115.44	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	159.66	20-2542-321-1
				<u>\$275.10</u>	
IL VALLEY COMMUNITY HOSPITAL					
		BOARD SUPPLIES	1,112	125.00	10-2310-410-6
				<u>\$125.00</u>	
IL VALLEY EXCAVATING INC					
		ELEMENTARY-BLDG REPAIR	1,113	1,120.00	20-2542-323-4
				<u>\$1,120.00</u>	
IL VALLEY WASTE SERVICES					
		ALL SCHOOL SERVICES	1,112	579.18	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	385.39	20-2542-321-1
				<u>\$964.57</u>	
IL VIRTUAL SCHOOL					
		IL VIRTUAL SCHOOL	1,112	140.00	10-1113-470-1
				<u>\$140.00</u>	
ILLINOIS STATE BOARD OF EDUCATION					
		ALL SCHOOL SERVICES	1,112	7,518.00	20-2542-321-1
				<u>\$7,518.00</u>	
ILLINOIS VALLEY BUSINESS					
		HEN R/M/COPIERS	91	399.15	10-1110-323-4
		PRIMARY R/M /COPIER	91	399.15	10-1111-323-5
		JH R/M/COPIER	91	399.16	10-1112-323-3
		HS R/M / COPIER	91	399.16	10-1113-323-2
		SUP COPY MACHINE	91	399.16	10-2320-323-1

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		CROSS CAT R/M COPIER	91	78.85	10-1220-323-1
				<u>\$2,074.63</u>	
JAYPRO SPORTS					
	24411	H S ATHLETIC-SUPPLIE	1,113	86.05	10-1501-410-2
				<u>\$86.05</u>	
JOHNSON, LARRY					
		H S- GROUNDS REPAIR/MAIN	1,112	900.00	20-2543-323-2
				<u>\$900.00</u>	
JOHNSON, REBECCA					
		HENN ELEM-TRAVEL	1,112	27.00	10-1110-332-4
				<u>\$27.00</u>	
JUNIOR HIGH IMPREST					
		CROSS CAT-TRAVEL	1,112	30.00	10-1220-332-1
		JH ATHL DUES/FEES	1,112	490.00	10-1501-640-3
		JH ATHL OFFICIALS	1,112	660.00	10-1501-319-3
		JR HI SUPPLIES	1,112	23.98	10-1112-410-3
		PRINC OFFICE-POSTAGE	1,112	43.75	10-2410-341-1
		JR HI-DUES/FEES	1,112	75.00	10-1112-640-3
		JR HI-TEXTBOOK RENTAL	1,112	95.00	10-1811
		MEDIA PROG-TRAVEL	1,112	10.00	10-2220-332-1
		JR HI OFFICE-SUPPLIES	1,112	2.15	10-2410-410-3
				<u>\$1,429.88</u>	
KELLY SAUDER RUIPE					
		H S- GROUNDS REPAIR/MAIN	1,112	500.00	20-2543-323-2
		PRIMARY-GROUNDS REP/MAI	1,112	449.05	20-2543-323-5
		H S- GROUNDS REPAIR/MAIN	1,112	224.47	20-2543-323-2
				<u>\$1,173.52</u>	
KUNKEL, JAMIE					
		EPIC-TUITION REIMB	1,112	510.00	10-2210-320-1
				<u>\$510.00</u>	
LANTER DISTRIBUTING LLC					
		JR HI-CAFE FOOD	1,112	67.43	10-2560-410-3
		HIGH SCHOOL- FOOD	1,112	53.56	10-2560-410-2
		PRIMARY CAFE FOOD	1,112	53.56	10-2560-410-5
		HENN-CAFE FOOD	1,112	45.90	10-2560-410-4
				<u>\$220.45</u>	
LETTERKRAFT					
	24405	HS OFFICE - SUPPLIES	1,112	82.08	10-2410-410-2
				<u>\$82.08</u>	
LIBRARY STORE, THE					
	33103	JH MEDIA SUPPLIES	1,112	167.71	10-2220-410-3
				<u>\$167.71</u>	
LIGHTED WAY ASSOCIATION I					
		LIGHTEDWAY/PEORIA	1,112	11,816.75	10-1912-670-1
				<u>\$11,816.75</u>	
LINCOLN PRAIRIE BHC					

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		SP ED TUITION PUBLIC	1,112	500.00	10-1204-318-1
				<u>\$500.00</u>	
LOCKER ROOM		JR HI-ATHLETIC SUPPLIES	1,112	321.00	10-1501-410-3
				<u>\$321.00</u>	
LOUIS, WENDY		H S TRAVEL	1,112	35.28	10-1113-332-2
				<u>\$35.28</u>	
MAIN, KATHERINE		NURSE-TRAVEL	1,113	203.78	10-2134-332-1
				<u>\$203.78</u>	
MARCO INC NW 7128		PRIMARY OFFICE - SUPPLIES	1,112	108.00	10-2410-410-5
				<u>\$108.00</u>	
MARK KARLOSKY CONSULTING		TECH-SUPPLIES	1,112	121.01	10-2226-410-1
		TECH R/M	1,112	287.09	10-2226-323-1
		TECH R/M	1,112	419.05	10-2226-323-1
64898		2 HP LAPTOPS	1,112	977.48	10-1112-410-1
				<u>\$1,804.63</u>	
MCNABB TELEPHONE COMPANY		SUPT-TELEPHONE	1,112	103.85	20-2542-340-1
		H S - TELEPHONE SERVICE	1,112	445.07	20-2542-340-2
		JR HI-TELEPHONE SERVICE	1,112	519.25	20-2542-340-3
		ELEM-TELEPHONE	1,112	207.70	20-2542-340-4
		PRIMARY-TELEPHONE SERV	1,112	207.71	20-2542-340-5
				<u>\$1,483.58</u>	
MEDIACOM LLC		MEDIACOM HENNEPIN	91	205.90	10-2190-323-1
		MEDIACOM-GRANVILLE	91	305.90	10-2190-323-1
		MEDIACOM-HENNEPIN	91	220.90	10-2190-323-1
				<u>\$732.70</u>	
MENARDS PERU		HIGH SCHOOL-BLDG SUPPLIE	1,112	103.31	20-2542-410-2
		TECH-SUPPLIES	1,112	99.20	10-2226-410-1
		HIGH SCHOOL-BLDG SUPPLIE	1,112	101.46	20-2542-410-2
				<u>\$303.97</u>	
MUSIC SHOPPE, INC.		MUSIC TEXTS-HS	1,112	212.90	10-1115-420-2
				<u>\$212.90</u>	
N C I M D		PRIMARY CAFE FOOD	1,112	1,804.75	10-2560-410-5
		HENN-CAFE FOOD	1,112	1,100.25	10-2560-410-4
		HIGH SCHOOL- FOOD	1,112	1,502.75	10-2560-410-2
		JR HI-CAFE FOOD	1,112	1,192.00	10-2560-410-3
				<u>\$5,599.75</u>	

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NCPERS GROUP LIFE INS.					
		NCPERS INSURANCE	999	72.00	10-481
		NCPERS INSURANCE	999	8.00	20-481
		NCPERS INSURANCE	999	56.00	10-481
		NCPERS INSURANCE	999	24.00	20-481
				\$160.00	
NETWORK BUSINESS SYSTEMS INC.					
		LEASE FD-MAXIIS	91	200.00	10-2190-323-1
				\$200.00	
NEWS TRIBUNE					
		INFO SERV-ADVERTISING	1,112	419.80	10-2630-350-1
				\$419.80	
NEWSOME, CHRIS					
		TECH-TRAVEL	1,112	272.72	10-2226-332-1
				\$272.72	
NORTH CENTRAL BANK					
		TITLE I 7-5	1,112	295.68	10-1250-332-36
		TITLE I 7-5	1,112	271.04	10-1250-332-36
		HENN ELEM-SUPPLIES	1,112	12.00	10-1110-410-4
		TITLE I 1-6	1,112	24.65	10-1250-410-36
		MEDICAID	1,112	199.00	10-1220-411-11
		HENN ELEM-SUPPLIES	1,112	36.00	10-1110-410-4
		HENN OFFICE - SUPPLIES	1,112	130.00	10-2410-410-4
		HENN ELEM-SUPPLIES	1,112	32.00	10-1110-410-4
		HENN ELEM-TRAVEL	1,112	135.00	10-1110-332-4
		TITLE I 7-5	1,112	325.44	10-1250-332-36
		HS-SUPPLIES	1,112	204.00	10-1113-410-2
		FALL PLAY	1,112	101.97	10-1540-411-1
		H S TRAVEL	1,112	75.00	10-1113-332-2
		FALL PLAY	1,112	259.94	10-1540-411-1
		VOC AG-FFA TRAVEL	1,112	192.86	10-1401-333-2
		H S ATHLETIC-SUPPLIES	1,112	194.07	10-1501-410-2
		STATE ATHLETIC TRAVEL	1,112	137.05	10-1501-332-1
		BOARD SUPPLIES	1,112	14.95	10-2310-410-6
		BOARD SUPPLIES	1,112	18.98	10-2310-410-6
		HIGH SCHOOL-BLDG SUPPLIE	1,112	350.00	20-2542-410-2
		JR HI-BUILDING SUPPLIES	1,112	350.00	20-2542-410-3
		SUPT OFFICE-TRAVEL	1,112	235.20	10-2320-332-1
		ELEMENTARY-BLDG REPAIR	1,112	26.60	20-2542-323-4
		LEASE FD TECH SUPPLY	1,112	106.00	10-1112-410-1
		JR HI BLDG. REP/ MAINT	1,112	255.00	20-2542-323-3
		STATE ATHLETIC TRAVEL	1,112	25.48	10-1501-332-1
		STATE ATHLETIC TRAVEL	1,112	13.17	10-1501-332-1
		JR HI SUPPLIES	1,112	108.39	10-1112-410-3
		TITLE I 7-5	1,112	271.04	10-1250-332-36
		JR HI-TRAVEL	1,112	945.00	10-1112-332-3
		PRINC OFFICE-TRAVEL	1,112	109.00	10-2410-332-1
		TITLE I 7-5	1,112	372.56	10-1250-332-36

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				<u>\$5,827.07</u>	
OHNESORGE, JOEY					
		ATHLETIC DIR. TRAVEL	1,112	98.70	10-1501-333-2
		PRINC OFFICE-TRAVEL	1,112	526.76	10-2410-332-1
				<u>\$625.46</u>	
ORKIN EXTERMINATING CO IN					
		ALL SCHOOL SERVICES	1,112	53.00	20-2542-321-1
		ALL SCHOOL SERVICES	1,112	213.79	20-2542-321-1
				<u>\$266.79</u>	
PCCU (NEC)					
		NEC-ADMIN/10 MONTH	98	151.23	10-481
		NEC-ADMIN/10 MONTH	98	2.28	40-481
		NEC 24/20	98	1,136.19	10-481
		NEC 24/20	98	2.37	40-481
		NEC-ADMIN/10 MONTH	98	151.23	10-481
		NEC-ADMIN/10 MONTH	98	2.28	40-481
		NEC 24/20	98	1,070.50	10-481
		DED NEC	98	44.93	10-481
				<u>\$2,561.01</u>	
PENSERV PLAN SERVICES INC					
		PENSERV PLAN SERVICES	999	3,583.05	10-481
		PENSERV PLAN SERVICES	999	50.00	20-481
		PENSERV PLAN SERVICES	999	10.40	40-481
		PENSERV PLAN SERVICES	999	3,478.45	10-481
		PENSERV PLAN SERVICES	999	365.00	20-481
				<u>\$7,486.90</u>	
PEPPER & SON, JW					
33082		MUSIC TEXTS-JH	1,112	368.62	10-1115-420-3
33082		MUSIC TEXTS-JH	1,112	55.00	10-1115-420-3
33082		MUSIC TEXTS-JH	1,112	44.95	10-1115-420-3
				<u>\$468.57</u>	
PERFORMANCE FOOD SERVICE					
		JR HI-CAFE FOOD	1,112	4,503.22	10-2560-410-3
		JH BREAKFAST	1,112	824.99	10-2560-410
		JR HI-CAFE MISC SUPPLIES	1,112	141.25	10-2560-490-3
		HENN-CAFE FOOD	1,112	3,005.74	10-2560-410-4
		HEN BREAKFAST	1,112	599.36	10-2560-410-1-4
		HENN ELEM-CAFE MISC SUPP	1,112	119.97	10-2560-490-4
		PRIMARY CAFE FOOD	1,112	3,252.18	10-2560-410-5
		PRIMARY BREAKFAST	1,112	686.41	10-2560-410-1-5
		PRIMARY MISC SUPPLY	1,112	172.01	10-2560-490-5
		HIGH SCHOOL- FOOD	1,112	5,787.04	10-2560-410-2
		HS BREAKFAST	1,112	1,182.57	10-2560-410-1-2
		H S-CAFE MISC SUPPLIES	1,112	175.14	10-2560-490-2
				<u>\$20,449.88</u>	
PERMA- BOUND					
33059		JH MEDIA BOOKS	1,112	19.07	10-2220-411-3

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33059	JH MEDIA BOOKS	1,112	52.50	10-2220-411-3
33084	JH MEDIA BOOKS	1,112	68.73	10-2220-411-3
33084	JH MEDIA BOOKS	1,112	211.87	10-2220-411-3
			<u>\$352.17</u>	
PETERSON, ROBERT				
	PRINC OFFICE-TRAVEL	1,112	365.46	10-2410-332-1
	PRINC OFFICE-TRAVEL	1,113	275.96	10-2410-332-1
			<u>\$641.42</u>	
PLS 3RD LEARNING				
24400	CROSS CAT SUPPLY - H	1,112	237.55	10-1220-410-2
			<u>\$237.55</u>	
PRIMARY IMPREST				
	PRINC OFFICE-POSTAGE	1,112	6.00	10-2410-341-1
			<u>\$6.00</u>	
PUT CO PCEA/IEA DUES				
	NON-CERT DUES	98	37.12	20-481
	NON-CERT DUES	98	7.82	80-481
	IEA CERT DUES	98	2,138.96	10-481
	IEA CERT DUES	98	4.95	40-481
	NON-CERT DUES	98	588.21	10-481
	NON-CERT DUES	98	37.12	20-481
	IEA CERT DUES	98	2,146.91	10-481
	NON-CERT DUES	98	580.39	10-481
			<u>\$5,541.48</u>	
PUT CO SCHOOL (FED TRS)				
	TITLE I FED TRS JOHNSON	991	1,813.10	10-1250-210-36
			<u>\$1,813.10</u>	
PUT CO SCHOOL (TRS HEALTH)				
	THIS ADMIN/10 MONTH	98	441.87	10-481
	THIS ADMIN/10 MONTH	98	6.66	40-481
	THIS P24/T20	98	3,262.76	10-481
	THIS P24/T20	98	6.81	40-481
	THIS ADMIN/10 MONTH	98	441.87	10-481
	THIS ADMIN/10 MONTH	98	6.66	40-481
	THIS P24/T20	98	3,074.15	10-481
	HENSON WALTER INS	95	653.44	10-1110-222-4
	PUETZ TAYLOR RINGENBERG INS	95	415.65	10-1111-222-5
	KASSABAUM SMITH INS	95	277.10	10-1112-222-3
	SCHMIDT KEENER INS	95	277.10	10-1113-222-2
	DED THIS	98	112.36	10-481
			<u>\$8,976.43</u>	
PUT CO SCHOOL (TRS)				
	TRS P24/T20	98	18,134.56	10-481
	TRS P24/T20	98	37.81	40-481
	TRS ADMI/10 MONTH	98	2,451.53	10-481
	TRS ADMI/10 MONTH	98	36.95	40-481
	TRS P24/T20	98	17,086.18	10-481

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		TRS ADMI/10 MONTH	98	2,451.52	10-481
		TRS ADMI/10 MONTH	98	36.95	40-481
		DED TRS	98	597.67	10-481
				<u>\$40,833.17</u>	
PUT CO SCHOOLS					
		IM IMRF	98	30.36	10-481
		IM IMRF	98	1,971.31	10-481
		IM IMRF	98	659.18	20-481
		IM IMRF	98	80.69	40-481
		IM IMRF	98	18.62	80-481
		IMRFBRD SHARE	98	4,964.19	50-481
		IMRFBRD SHARE	98	1,634.82	50-481
		IMRFBRD SHARE	98	200.12	50-481
		IMRFBRD SHARE	98	46.17	50-481
		IM IMRF	98	30.36	10-481
		IM IMRF	98	1,766.42	10-481
		IM IMRF	98	623.08	20-481
		IMRFBRD SHARE	98	4,455.99	50-481
		IMRFBRD SHARE	98	1,545.27	50-481
				<u>\$18,026.58</u>	
PUTNAM CO COMM UNIT (IL)					
		IL State Tax	99	11,086.36	10-481
		IL State Tax	99	673.61	20-481
		IL State Tax	99	118.43	40-481
		IL State Tax	99	19.75	80-481
		IL State Tax	99	9,595.37	10-481
		IL State Tax	99	619.39	20-481
		IL State Tax	99	17.78	40-481
				<u>\$22,130.69</u>	
PUTNAM CO SD FIT					
		Federal Tax 2014	99	24,333.14	10-481
		Federal Tax 2014	99	1,818.94	20-481
		Federal Tax 2014	99	201.89	40-481
		Federal Tax 2014	99	45.37	80-481
		Federal Tax 2014	99	21,623.62	10-481
		Federal Tax 2014	99	1,618.25	20-481
		Federal Tax 2014	99	64.32	40-481
				<u>\$49,705.53</u>	
PUTNAM CO SD MEDICARE					
		MEDICARE (CERT)	99	2,531.82	10-481
		MEDICARE (CERT)	99	9.31	40-481
		MEDICARE (BRD PD)	99	2,531.82	50-481
		MEDICARE (BRD PD)	99	9.31	50-481
		MEDICARE (CERT)	99	2,241.66	10-481
		MEDICARE (CERT)	99	5.16	40-481
		MEDICARE (BRD PD)	99	2,241.66	50-481
		MEDICARE (BRD PD)	99	5.16	50-481

Bills Payable List

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
				<u>\$9,575.90</u>	
PUTNAM COUNTY SD FICA					
		MATCHING FICA	99	3,894.40	50-481
		MATCHING FICA	99	1,094.43	50-481
		MATCHING FICA	99	138.33	50-481
		MATCHING FICA	99	31.65	50-481
		FICA 2014	99	3,894.40	10-481
		FICA 2014	99	1,094.43	20-481
		FICA 2014	99	138.33	40-481
		FICA 2014	99	31.65	80-481
		MATCHING FICA	99	3,002.50	50-481
		MATCHING FICA	99	1,032.83	50-481
		FICA 2014	99	3,002.50	10-481
		FICA 2014	99	1,032.83	20-481
				<u>\$18,388.28</u>	
PUTNAM COUNTY UNIT CAFE					
		HEALTH CARE EXP REIMBURSE PLAN	999	331.67	10-481
		DEP DAYCARE EXP REIMBURSE PLAN	999	208.33	10-481
		HEALTH CARE EXP REIMBURSE PLAN	999	256.67	10-481
		DEP DAYCARE EXP REIMBURSE PLAN	999	208.33	10-481
				<u>\$1,005.00</u>	
QUILL					
43328		PSYCH-SUPPLIES	1,112	4.79	10-2140-410-1
43328		PSYCH-SUPPLIES	1,112	12.99	10-2140-410-1
43328		PSYCH-SUPPLIES	1,112	95.44	10-2140-410-1
52796		ECE COMM SUPP	1,112	34.93	10-1125-412-1
52796		ECE COMM SUPP	1,112	19.00	10-1125-412-1
				<u>\$167.15</u>	
RANDOLPH, GENE					
		PSYCH-TRAVEL	1,112	111.86	10-2140-332-1
				<u>\$111.86</u>	
REALLY GOOD STUFF					
50995		TITLE I 1-6	1,112	109.55	10-1250-410-36
				<u>\$109.55</u>	
RIVER VALLEY MECHANICAL SERVICE INCE					
		INSURANCE	1,112	1,462.50	20-2542-323-3
		INSURANCE	1,112	1,462.50	20-2542-323-3
				<u>\$2,925.00</u>	
ROBBINS SCHWARTZ NICHOLAS					
		LEGAL FEES	1,112	217.50	80-2369-318-1
				<u>\$217.50</u>	
S&S					
50980		PRIMARY-SUPPLIES	1,112	214.27	10-1111-410-5
50980		PRIMARY-SUPPLIES	1,112	62.97	10-1111-410-5
				<u>\$277.24</u>	
SCHENNUM, JANET					
		CROSS CAT DIR TRAVEL	1,112	379.68	10-1220-333-1

Bills Payable List

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		CROSS CAT DIR TRAVEL	1,112	15.00	10-1220-333-1
				<u>\$394.68</u>	
SCHOOL SPECIALTY					
	52791	ECE INST SUP 1-6	1,112	405.92	10-1125-410-1
	52797	ECE COMM SUPP	1,112	129.91	10-1125-412-1
				<u>\$535.83</u>	
SEIBERT, JAMIE					
		HENN CAFE-TRAVEL	1,112	79.67	10-2560-332-4
				<u>\$79.67</u>	
SIENZA, KRIS					
		JR HI SUPPLIES	1,112	183.37	10-1112-410-3
				<u>\$183.37</u>	
SPECIALIZED DATA SYSTEMS					
		DATA PROCESSING-SUPPLIES	1,112	630.00	10-2660-410-1
				<u>\$630.00</u>	
STALKER SPORTS FLOORS					
		JR HI ATHLETIC CAP OULAY	1,113	2,000.00	10-1501-540-3
		HENN ELEM-CAP OUT	1,113	1,500.00	10-1110-540-4
		JR HI-BUILDING CAP OUT	1,113	5,700.00	20-2542-540-3
				<u>\$9,200.00</u>	
STAPLES ADVANTAGE					
	64817	SUPT OFFICE-SUPPLIES	1,112	77.40	10-2320-410-1
				<u>\$77.40</u>	
STAPLES CREDIT PLAN					
		SUPT OFFICE-SUPPLIES	1,112	9.79	10-2320-410-1
		TECH SUPPLY	1,112	519.46	10-1112-410-1
		TECH SUPPLY	1,112	183.72	10-1112-410-1
		SUPT OFFICE-SUPPLIES	1,112	34.82	10-2320-410-1
				<u>\$747.79</u>	
STATE DISBURSEMENT UNIT					
		CHILD SUPPORT	982	451.83	10-481
		CHILD SUPPORT	982	451.83	10-481
				<u>\$903.66</u>	
SWINGEL, EDWARD					
		CO OP TRAVEL	1,112	86.80	10-1459-332-2
				<u>\$86.80</u>	
THOMPSON, DEBBIE					
		JH MEDIA SUPPLIES	1,112	36.38	10-2220-410-3
				<u>\$36.38</u>	
TONIS FLOWER AND GIFT SHO					
		SYMPATHY THOMPSON	1,113	30.00	10-2310-410-6
				<u>\$30.00</u>	
USI EDUCATION AND GOVERNMENT SALES					
	50814	PRIMARY-SUPPLIES	1,112	195.79	10-1111-410-5
				<u>\$195.79</u>	

Bills Payable List

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
VALLEY APPLIANCE SALES					
		JR HI-GROUNDS SUPPLIES	1,112	95.68	20-2543-410-3
		H S-GROUNDS SUPPLIES	1,112	24.95	20-2543-410-2
				<u>\$120.63</u>	
VILLAGE OF GRANVILLE					
		HS- WATER	1,112	569.50	20-2542-322-2
		PRIMARY- WATER	1,112	275.50	20-2542-322-5
				<u>\$845.00</u>	
WASHINGTON NATIONAL INS CO					
		WASHINGTON NTNL INS.	98	330.62	10-481
		WASHINGTON NTNL INS.	98	68.49	20-481
		WASHINGTON NTNL INS.	98	1.27	40-481
		WASHINGTON NTNL INS.	98	327.63	10-481
		WASHINGTON NTNL INS.	98	72.75	20-481
				<u>\$800.76</u>	
			Report Total	<u><u>\$387,441.59</u></u>	

Revenue Report

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Education Fund 10							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
10-111200-1	FIRST PRIOR YEAR LEVY	0.00	3,012,927.17	3,159,605.00	146,677.83	95.36	10-1112
1112	Bond and Interest Purposes Levy	0.00	3,012,927.17	3,159,605.00	146,677.83	95.36	* Source of Revenue
1St Prior Yr-Tort							
10-112200-1	TORT IMMUNITY-1ST PRIOR	0.00	0.00	0.00	0.00	0.00	10-1122
1122	1St Prior Yr-Tort	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Leasing Purposes Levy							
10-113000-1	FIRST PRIOR YR LEASE	0.00	55,382.57	58,081.00	2,698.43	95.35	10-1130
1130	Leasing Purposes Levy	0.00	55,382.57	58,081.00	2,698.43	95.35	* Source of Revenue
Curr Yr Levy-Special Ed							
10-114100-1	SP ED PRIOR YEAR LEVY	0.00	44,306.17	46,465.00	2,158.83	95.35	10-1141
1141	Curr Yr Levy-Special Ed	0.00	44,306.17	46,465.00	2,158.83	95.35	* Source of Revenue
Mobile Home Privilege Tax							
10-121000-1	MOBILE HOME PRIVILEGE TA	0.00	0.00	0.00	0.00	0.00	10-1210
1210	Mobile Home Privilege Tax	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Corp Pers Prop Repl Tax							
10-123000-1	CORP PERS PROP REPLC TAX	224,638.30	726,238.67	2,597,268.00	1,871,029.33	27.96	10-1230
1230	Corp Pers Prop Repl Tax	224,638.30	726,238.67	2,597,268.00	1,871,029.33	27.96	* Source of Revenue
Source of Revenue 1290							
10-129000-1	WETLANDS	0.00	0.00	0.00	0.00	0.00	10-1290
1290	Source of Revenue 1290	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Reg Tuition from Other Districts (In-State)							
10-131200-1	PUPIL TUITION OTHER LEA	0.00	96,374.25	322,770.00	226,395.75	29.86	10-1312
1312	Reg Tuition from Other Districts (In-State)	0.00	96,374.25	322,770.00	226,395.75	29.86	* Source of Revenue
Regular Tuition from Other Sources (In-State)							
10-131300-1		0.00	0.00	0.00	0.00	0.00	10-1313
1313	Regular Tuition from Other Sources (In-State)	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Sp Ed Tuition-from Other Districts (In-State)							
10-134200-1	PUPIL TUI-SP ED OTHER LEA	0.00	32,383.00	32,383.00	0.00	100.00	10-1342
1342	Sp Ed Tuition-from Other Districts (In-State)	0.00	32,383.00	32,383.00	0.00	100.00	* Source of Revenue
Interest On Investments							
10-151000-1	TAX INTEREST	0.00	0.00	0.00	0.00	0.00	10-1510
1510	Interest On Investments	0.00	0.00	0.00	0.00	0.00	* Source of Revenue

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Education Fund 10							
Source of Revenue							
1511	Interest On Investments						
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Interest On Investments							
10-151100-1	ED-INT ON INVESTMENTS	1,625.74	5,823.58	16,000.00	10,176.42	36.40	10-1511
1511	Interest On Investments	1,625.74	5,823.58	16,000.00	10,176.42	36.40	* Source of Revenue
Interest-Swaney Bonds							
10-151200-1	INTEREST-SWANEY BONDS	0.00	0.00	0.00	0.00	0.00	10-1512
1512	Interest-Swaney Bonds	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest-Farnsworth							
10-151300-1	INTEREST-FARNSWORTH	0.00	0.00	400.00	400.00	0.00	10-1513
1513	Interest-Farnsworth	0.00	0.00	400.00	400.00	0.00	* Source of Revenue
Sales To Pupils-Lunch							
10-161100-1	STUDENT LUNCH	6,737.45	34,015.55	100,000.00	65,984.45	34.02	10-1611
1611	Sales To Pupils-Lunch	6,737.45	34,015.55	100,000.00	65,984.45	34.02	* Source of Revenue
Sales To Pupils-BFast							
10-161200-1	STUDENT BREAKFAST	1,380.40	1,380.40	12,000.00	10,619.60	11.50	10-1612
1612	Sales To Pupils-BFast	1,380.40	1,380.40	12,000.00	10,619.60	11.50	* Source of Revenue
Sales To Pupils-Other							
10-161400-1	MILK SALES (OTHER)	1,053.05	2,292.60	10,000.00	7,707.40	22.93	10-1614
1614	Sales To Pupils-Other	1,053.05	2,292.60	10,000.00	7,707.40	22.93	* Source of Revenue
Sales To Adults							
10-162000-1	ADULT LUNCHESES/BREAKFAST	554.50	1,382.40	4,500.00	3,117.60	30.72	10-1620
1620	Sales To Adults	554.50	1,382.40	4,500.00	3,117.60	30.72	* Source of Revenue
Other Food Service							
10-169000-1	HEAD START LUNCHESES	0.00	0.00	0.00	0.00	0.00	10-1690
1690	Other Food Service	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Admissions-Athletic							
10-171102-2	H S ATHLETIC ADMISSIONS	757.00	2,654.00	17,000.00	14,346.00	15.61	10-1711-2
10-171104-3	JR HI-ATHLETIC ADMISSION	194.00	194.00	6,000.00	5,806.00	3.23	10-1711-4
1711	Admissions-Athletic	951.00	2,848.00	23,000.00	20,152.00	12.38	* Source of Revenue
HS/JR Tourney							
10-171400-1	H S / JR HI TOURNEY REV	200.00	200.00	3,000.00	2,800.00	6.67	10-1714
1714	HS/JR Tourney	200.00	200.00	3,000.00	2,800.00	6.67	* Source of Revenue
Admissions-Other							
10-171900-1	ADMISSION - OTHERS	0.00	0.00	6,000.00	6,000.00	0.00	10-1719

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Education Fund 10							
Source of Revenue		1719	Admissions-Other				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
1719 Admissions-Other		0.00	0.00	6,000.00	6,000.00	0.00	* Source of Revenue
Fees							
10-172000-1	VOCATIONAL FEE HS	20.00	3,170.00	3,700.00	530.00	85.68	10-1720
10-172000-2	ACTIVITY FEES HS	40.00	7,645.00	13,500.00	5,855.00	56.63	10-1720
10-172000-3	ACTIVITY FEES JR H	25.00	1,665.00	3,500.00	1,835.00	47.57	10-1720
1720 Fees		85.00	12,480.00	20,700.00	8,220.00	60.29	* Source of Revenue
Other Pupil Activity Rev							
10-179000-1	DRIVER ED FEE	0.00	2,050.00	3,000.00	950.00	68.33	10-1790
10-179000-8	H S PE RESALE	254.00	2,721.00	4,000.00	1,279.00	68.03	10-1790
10-179001-8	JH PE RESALE	599.00	1,968.00	3,000.00	1,032.00	65.60	10-1790-1
1790 Other Pupil Activity Rev		853.00	6,739.00	10,000.00	3,261.00	67.39	* Source of Revenue
Shop Resale							
10-179100-9		0.00	0.00	0.00	0.00	0.00	10-1791
1791 Shop Resale		0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Music Resale							
10-179200-10	MUSIC RESALE	0.00	0.00	300.00	300.00	0.00	10-1792
1792 Music Resale		0.00	0.00	300.00	300.00	0.00	* Source of Revenue
Rentals-Regular Textbook							
10-181100-1	ELEM-TEXTBOOK RENTAL	0.00	10,114.00	12,000.00	1,886.00	84.28	10-1811
10-181100-2	H S- TEXTBOOK RENTAL	0.00	18,779.00	18,000.00	(779.00)	104.33	10-1811
10-181100-3	JR HI-TEXTBOOK RENTAL	0.00	7,150.00	8,500.00	1,350.00	84.12	10-1811
1811 Rentals-Regular Textbook		0.00	36,043.00	38,500.00	2,457.00	93.62	* Source of Revenue
Rentals - Other							
10-181900-1	INSTRUMENT RENTAL	0.00	0.00	400.00	400.00	0.00	10-1819
1819 Rentals - Other		0.00	0.00	400.00	400.00	0.00	* Source of Revenue
Donations-Private Sources							
10-192000-1	DONATIONS	75.00	4,579.85	20,000.00	15,420.15	22.90	10-1920
10-192001-1	DONATIONS-NCF	0.00	0.00	0.00	0.00	0.00	10-1920
1920 Donations-Private Sources		75.00	4,579.85	20,000.00	15,420.15	22.90	* Source of Revenue
Services Provided to Other Districts							
10-194000-1	PSY LEA ASSESSEMENT	0.00	0.00	0.00	0.00	0.00	10-1940
1940 Services Provided to Other Districts		0.00	0.00	0.00	0.00	0.00	* Source of Revenue
SW LEA Assessment							
10-194100-1	SW LEA ASSESSMENT	0.00	0.00	0.00	0.00	0.00	10-1941

Revenue Report

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Education Fund 10							
Source of Revenue		1941	SW LEA Assessment				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
10-194110-1	HEARING IMP ASSESS.	0.00	0.00	0.00	0.00	0.00	10-1941
1941	SW LEA Assessment	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Lease Incentive Grant							
10-194200-1		0.00	0.00	0.00	0.00	0.00	10-1942
1942	Lease Incentive Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Refund-Prior Yr Expenditu							
10-195000-1	REFUND EXPENSES	0.00	18,723.48	13,500.00	(5,223.48)	138.69	10-1950
1950	Refund-Prior Yr Expenditu	0.00	18,723.48	13,500.00	(5,223.48)	138.69	* Source of Revenue
Drivers Education Fees							
10-197000-1	DRIVERS ED FEE	0.00	0.00	0.00	0.00	0.00	10-1970
1970	Drivers Education Fees	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Local Revenues							
10-199900-1	OTHER LOCAL REVENUE	50.67	6,544.37	15,000.00	8,455.63	43.63	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
1999	Other Local Revenues	50.67	6,544.37	15,000.00	8,455.63	43.63	* Source of Revenue
Source of Revenue 2200							
10-220000-1	POVERTY GRANT	0.00	0.00	0.00	0.00	0.00	10-2200
2200	Source of Revenue 2200	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Flow-Through							
10-223000-1	ROE FLOW THRU	0.00	0.00	0.00	0.00	0.00	10-2230
2230	Other Flow-Through	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
General State Aid							
10-300100-1	GENERAL STATE AID	45,183.86	135,532.66	501,668.00	366,135.34	27.02	10-3001
3001	General State Aid	45,183.86	135,532.66	501,668.00	366,135.34	27.02	* Source of Revenue
Hold Harmless							
10-300200-1	HOLD HARMLESS GSA	0.00	0.00	0.00	0.00	0.00	10-3002
3002	Hold Harmless	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Spec Ed-Priv Facility Tui							
10-310000-1	SP ED PRIV FAC TUITION	0.00	0.00	58,795.00	58,795.00	0.00	10-3100
3100	Spec Ed-Priv Facility Tui	0.00	0.00	58,795.00	58,795.00	0.00	* Source of Revenue
Spec Ed -Extraordinary							
10-310500-1	SP ED EXTRA ORDINARY	0.00	0.00	130,000.00	130,000.00	0.00	10-3105
3105	Spec Ed -Extraordinary	0.00	0.00	130,000.00	130,000.00	0.00	* Source of Revenue

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Education Fund 10							
Source of Revenue		3105	Spec Ed -Extraordinary				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Spec Ed -Personnel							
10-311000-1	SP ED PERSONNEL	0.00	5,164.56	218,121.00	212,956.44	2.37	10-3110
3110	Spec Ed -Personnel	0.00	5,164.56	218,121.00	212,956.44	2.37	* Source of Revenue
Spec Ed-Orphanage-Individ							
10-312000-1	SP ED ORPHANAGE	0.00	0.00	0.00	0.00	0.00	10-3120
3120	Spec Ed-Orphanage-Individ	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Spec Ed -Summer School							
10-314500-1	SP ED SUMMER SCHOOL	0.00	0.00	500.00	500.00	0.00	10-3145
3145	Spec Ed -Summer School	0.00	0.00	500.00	500.00	0.00	* Source of Revenue
Career and Technical Education CTE Tech Prep							
10-322000-40	CTEI GRANT-SRAVTE	0.00	0.00	18,307.00	18,307.00	0.00	10-3200
3200	Career and Technical Education CTE Tech Prep	0.00	0.00	18,307.00	18,307.00	0.00	* Source of Revenue
Voc Ed - Formula							
10-321500-18	VOC AG STATE GRTS	0.00	0.00	0.00	0.00	0.00	10-3215
3215	Voc Ed - Formula	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
CTE - Agriculture Education							
10-323500-19	VOC AG SUPPLEMENTAL	0.00	0.00	2,501.00	2,501.00	0.00	10-3235
3235	CTE - Agriculture Education	0.00	0.00	2,501.00	2,501.00	0.00	* Source of Revenue
CTE - Other							
10-329900-40	FCAE GRANT	0.00	0.00	0.00	0.00	0.00	10-3299
3299	CTE - Other	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Bilingual Ed-Downstate- TPI and TBE							
10-330500-20	TPI/TBE BILINGUAL ED	0.00	0.00	0.00	0.00	0.00	10-3305
3305	Bilingual Ed-Downstate- TPI and TBE	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
State Free Lunch/BFast							
10-336000-1	IL FREE LUNCH/BRKFST AIDE	0.00	672.49	3,500.00	2,827.51	19.21	10-3360
10-336500-1	IL BREAKFAST INITIATIVE	0.00	0.00	0.00	0.00	0.00	10-3360
3360	State Free Lunch/BFast	0.00	672.49	3,500.00	2,827.51	19.21	* Source of Revenue
Driver Education							
10-337000-1	DRIVERS ED REIMBURSEMENT	2,988.63	5,535.66	11,000.00	5,464.34	50.32	10-3370-1
3370	Driver Education	2,988.63	5,535.66	11,000.00	5,464.34	50.32	* Source of Revenue
Learning Improvement-Change Grants							
10-361002-1	SCHOOL IMP-HOP	0.00	0.00	0.00	0.00	0.00	10-3610

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Education Fund 10							
Source of Revenue		3610	Learning Improvement-Change Grants				
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
3610	Learning Improvement-Change Grants	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
School Imp Grant							
10-364000-24	SCHOOL IMP BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	10-3640
3640	School Imp Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Quality Assurance Grant							
10-364100-31	LEARNING IMP GRANT	0.00	0.00	0.00	0.00	0.00	10-3641
3641	Quality Assurance Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
National Board Certification							
10-365100-1	NATL BOARD CERTIFIC	0.00	0.00	0.00	0.00	0.00	10-3651-1
3651	National Board Certification	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Truants Alt/Opt Education							
10-369500-1	SAFE TO LEARN GRANT	0.00	0.00	0.00	0.00	0.00	10-3695
3695	Truants Alt/Opt Education	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Early Childhood - Block Grant							
10-370500-26	EARLY CHILDHOOD GRT GRANT	0.00	18,392.00	132,204.00	113,812.00	13.91	10-3705
3705	Early Childhood - Block Grant	0.00	18,392.00	132,204.00	113,812.00	13.91	* Source of Revenue
Reading Improvement - Block Grant							
10-371500-27	READING IMPROVEMENT GRAN	0.00	0.00	0.00	0.00	0.00	10-3715
3715	Reading Improvement - Block Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Continued Reading Improvement Block Grant							
10-372500-28		0.00	0.00	0.00	0.00	0.00	10-3725
3725	Continued Reading Improvement Block Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Report Cards							
10-373500-1		0.00	0.00	0.00	0.00	0.00	10-3735
3735	Report Cards	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
School Safety & Educational Improv Block Grant							
10-377500-43	ADA BLOCK GRANT	0.00	0.00	1,000.00	1,000.00	0.00	10-3775
3775	School Safety & Educational Improv Block Grant	0.00	0.00	1,000.00	1,000.00	0.00	* Source of Revenue
Closing The Gap							
10-379200-1		0.00	0.00	0.00	0.00	0.00	10-3792
3792	Closing The Gap	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
TIP GRANT							
10-379400-1		0.00	0.00	0.00	0.00	0.00	10-3794

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Education Fund 10							
Source of Revenue		3794	TIP GRANT				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
3794	TIP GRANT	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
State Library Grant							
10-380000-32	STATE LIBRARY GRANT	0.00	0.00	675.00	675.00	0.00	10-3800
3800	State Library Grant	0.00	0.00	675.00	675.00	0.00	* Source of Revenue
Emer Fin Assist/Temp Reloc Grant/Other Restr Rev							
10-399900-1	OTHER STATE REVENUE	0.00	0.00	15,000.00	15,000.00	0.00	10-3999
10-399901-1	RESPRO GRANT	0.00	0.00	0.00	0.00	0.00	10-3999
3999	Emer Fin Assist/Temp Reloc Grant/Other Restr Rev	0.00	0.00	15,000.00	15,000.00	0.00	* Source of Revenue
Title V - Innovation and Flexibility Formula							
10-410000-37	TITLE V INVO(CHAR CTS	0.00	0.00	0.00	0.00	0.00	10-4100
4100	Title V - Innovation and Flexibility Formula	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Esea-Chap2-Comp-Urban Ed							
10-411000-46		0.00	0.00	0.00	0.00	0.00	10-4110
4110	Esea-Chap2-Comp-Urban Ed	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
NatL School Lunch Progr							
10-421000-1	FEDERAL LUNCH AID	29,024.12	29,024.12	140,000.00	110,975.88	20.73	10-4210
4210	NatL School Lunch Progr	29,024.12	29,024.12	140,000.00	110,975.88	20.73	* Source of Revenue
School Breakfast Program							
10-422000-1	FED BREAKFAST AID	7,125.14	7,125.14	36,000.00	28,874.86	19.79	10-4220
4220	School Breakfast Program	7,125.14	7,125.14	36,000.00	28,874.86	19.79	* Source of Revenue
Title I - Low Income							
10-430000-36	TITLE I GRANT	0.00	36,096.00	92,152.00	56,056.00	39.17	10-4300
4300	Title I - Low Income	0.00	36,096.00	92,152.00	56,056.00	39.17	* Source of Revenue
Esea-Drug Free-Formula							
10-440000-33	TITLE IV GRT DRUG FREE	0.00	0.00	0.00	0.00	0.00	10-4400
4400	Esea-Drug Free-Formula	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Fed-Sp Ed-Idea Flow-Thru							
10-462000-38	SP ED INCENTIVE GRT	0.00	0.00	0.00	0.00	0.00	10-4620
10-462001-38	DISCRETIONARY FUNDS	0.00	0.00	0.00	0.00	0.00	10-4620
10-462002-38	SP ED BLOCK GRT	0.00	21,103.00	21,103.00	0.00	100.00	10-4620
10-462003-38	DEMONSTR PROJ/LEASE	0.00	0.00	0.00	0.00	0.00	10-4620-1
4620	Fed-Sp Ed-Idea Flow-Thru	0.00	21,103.00	21,103.00	0.00	100.00	* Source of Revenue
Fed-Sp Ed-Idea Room&Board							
10-462500-1	EXCESS (ROOM/BOARD)	0.00	0.00	0.00	0.00	0.00	10-4625-1

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Education Fund 10							
Source of Revenue		4625	Fed-Sp Ed-Idea Room&Board				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
4625	Fed-Sp Ed-Idea Room&Board	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Titleiiib-Cons/Home E.D.A							
10-477000-40	CARL PERKINS	0.00	0.00	8,662.00	8,662.00	0.00	10-4770-1-40
4765	Titleiiib-Cons/Home E.D.A	0.00	0.00	8,662.00	8,662.00	0.00	* Source of Revenue
SFSF/GSA REVENUE							
10-485000-44	SFSF/GSA REVENUE	0.00	0.00	0.00	0.00	0.00	10-4850
4850	SFSF/GSA REVENUE	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Source of Revenue 4854							
10-485100-44	ARRA TITLE I	0.00	0.00	0.00	0.00	0.00	10-4854
4854	Source of Revenue 4854	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
ARRA IDEA PART B							
10-485700-44	ARRA IDEA PART B	0.00	0.00	0.00	0.00	0.00	10-4857-1
4857	ARRA IDEA PART B	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
GSA ARRA							
10-487000-44	ARRA GSA	0.00	0.00	0.00	0.00	0.00	10-4870-1
4870	GSA ARRA	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
ARRA ED JOBS							
10-488000-44	ARRA ED JOBS FUND	0.00	0.00	0.00	0.00	0.00	10-4880-1
4880	ARRA ED JOBS	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Medicaid Matching Fund							
10-490000-11		0.00	0.00	0.00	0.00	0.00	10-4900
4900	Medicaid Matching Fund	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Title II - Teacher Quality							
10-493200-42	TITLE II TEACHER QUALITY	0.00	3,764.00	13,662.00	9,898.00	27.55	10-4935
4935	Title II - Teacher Quality	0.00	3,764.00	13,662.00	9,898.00	27.55	* Source of Revenue
Goals 2000-School Improve							
10-494500-14		0.00	0.00	0.00	0.00	0.00	10-4945
4945	Goals 2000-School Improve	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Title II-Technology Enhancing Ed Formula Grant							
10-497100-1	TITLE IID-TECH ENHANC	0.00	0.00	0.00	0.00	0.00	10-4971
4971	Title II-Technology Enhancing Ed Formula Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Medicaid Admin							
10-499100-11	MEDICAID-ADMIN OUTREACH	0.00	5,843.75	25,000.00	19,156.25	23.38	10-4991-1

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Education Fund 10							
Source of Revenue		4991	Medicaid Admin				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
4991	Medicaid Admin	0.00	5,843.75	25,000.00	19,156.25	23.38	* Source of Revenue
Medicaid FFS							
10-499200-11	MEDICAID-FEE FOR SERV	0.00	18,458.96	67,000.00	48,541.04	27.55	10-4992-1-11
4992	Medicaid FFS	0.00	18,458.96	67,000.00	48,541.04	27.55	* Source of Revenue
Other Restricted Grants Recd Fed Gov thru State							
10-499800-1	OTHER FEDERAL(STEP)	0.00	4,941.00	12,180.00	7,239.00	40.57	10-4998-1
4998	Other Restricted Grants Recd Fed Gov thru State	0.00	4,941.00	12,180.00	7,239.00	40.57	* Source of Revenue
Abolishment or Abatement of Working Cash Fund							
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
7110	Abolishment or Abatement of Working Cash Fund	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Permanent Transfer of Working Cash Fund Interest							
10-712000-1	TRANS WC INTEREST	0.00	0.00	0.00	0.00	0.00	10-7120
7120	Permanent Transfer of Working Cash Fund Interest	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Accured Int on Bonds							
10-723000-1	ACCURED INT B&I	0.00	0.00	0.00	0.00	0.00	10-7230
7230	Accured Int on Bonds	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
10	Education Fund	322,525.86	4,392,317.40	8,018,902.00	3,626,584.60	54.77	Fund

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Oper, Build, & Maint Fund 20

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
20-111200-1	FIRST PRIOR YEAR LEVY	0.00	553,843.46	580,810.00	26,966.54	95.36	20-1112
1112	Bond and Interest Purposes Levy	0.00	553,843.46	580,810.00	26,966.54	95.36	* Source of Revenue
1St Prior Yr-Tort							
20-112200-1	TORT IMMUNITY-1ST PRIOR	0.00	0.00	0.00	0.00	0.00	20-1122
1122	1St Prior Yr-Tort	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Corp Pers Prop Repl Tax							
20-123000-1	CORP PERS PROP REPL TAX	0.00	0.00	0.00	0.00	0.00	20-1230
1230	Corp Pers Prop Repl Tax	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
20-151100-1	BLD-INT	442.00	1,768.36	8,000.00	6,231.64	22.10	20-1511
1511	Interest On Investments	442.00	1,768.36	8,000.00	6,231.64	22.10	* Source of Revenue
Interest-Tree Fund							
20-151500-1	INTEREST - TREE FUND	0.00	0.00	50.00	50.00	0.00	20-1515
1515	Interest-Tree Fund	0.00	0.00	50.00	50.00	0.00	* Source of Revenue
Rentals							
20-191000-1	HOUSE RENT	0.00	0.00	0.00	0.00	0.00	20-1910
1910	Rentals	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Facility/Grounds Rent							
20-191100-1	FACILITY/GROUND RENT	0.00	0.00	500.00	500.00	0.00	20-1911
1911	Facility/Grounds Rent	0.00	0.00	500.00	500.00	0.00	* Source of Revenue
Donations-Private Sources							
20-192000-1	DONATIONS	0.00	0.00	500.00	500.00	0.00	20-1920
1920	Donations-Private Sources	0.00	0.00	500.00	500.00	0.00	* Source of Revenue
Refund-Prior Yr Expenditu							
20-195000-1	REFUND PR YR EXP-BLDG	0.00	0.00	1,000.00	1,000.00	0.00	20-1950
20-195001-1	TORNADO INS/FEM/DON	0.00	0.00	0.00	0.00	0.00	20-1950
1950	Refund-Prior Yr Expenditu	0.00	0.00	1,000.00	1,000.00	0.00	* Source of Revenue
Other Local Revenues							
20-199900-1	OTHER LOCAL REVENUE	0.00	0.00	10,000.00	10,000.00	0.00	20-1999
1999	Other Local Revenues	0.00	0.00	10,000.00	10,000.00	0.00	* Source of Revenue
Flow-Thru Rev-State							
20-210000-1	OTHER STATE REVENUE	0.00	0.00	0.00	0.00	0.00	20-2100

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Oper, Build, & Maint Fund 20							
Source of Revenue		2100	Flow-Thru Rev-State				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
2100	Flow-Thru Rev-State	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Infrastructure Improv-Planning/Construction							
20-392000-1	INFRA IMPROVE-PLAN/CONST	0.00	0.00	0.00	0.00	0.00	20-3920-1
3920	Infrastructure Improv-Planning/Construction	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
SCHL INFRASTRUCT/MAINT PROJ							
20-392500-1	SCHL INFRASTRUCT/MAINT PROJ	0.00	0.00	50,000.00	50,000.00	0.00	20-3925-1-1
3925	SCHL INFRASTRUCT/MAINT PROJ	0.00	0.00	50,000.00	50,000.00	0.00	* Source of Revenue
Emer Fin Assist/Temp Reloc Grant/Other Restr Rev							
20-399900-1	OTHER STATE REVENUE	0.00	0.00	0.00	0.00	0.00	20-3999
3999	Emer Fin Assist/Temp Reloc Grant/Other Restr Rev	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Medicaid Matching Fund							
20-490000-11		0.00	0.00	0.00	0.00	0.00	20-4900
4900	Medicaid Matching Fund	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Renovation Grant							
20-498000-1		0.00	0.00	0.00	0.00	0.00	20-4980
4980	Renovation Grant	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Abolishment or Abatement of Working Cash Fund							
20-711001-1	TRANSFER WC	0.00	0.00	0.00	0.00	0.00	20-7110
7110	Abolishment or Abatement of Working Cash Fund	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Permanent Transfer							
20-713000-1	PERM TRANSFER FROM C/P	0.00	0.00	0.00	0.00	0.00	20-7130-1
7130	Permanent Transfer	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Transfers from Other Funds Pay Princ Cap Leases							
20-740000-1	SALE/COMP FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	20-7400
7400	Transfers from Other Funds Pay Princ Cap Leases	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
20	Oper, Build, & Maint Fund	442.00	555,611.82	650,860.00	95,248.18	85.37	Fund

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Debt Service Fund or Fund Group 30

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
30-111200-1	FIRST PRIOR YEAR LEVY	0.00	0.00	0.00	0.00	0.00	30-1112
1112	Bond and Interest Purposes Levy	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
30-151100-1	B/I-INT INVESTMENTS	0.00	0.00	0.00	0.00	0.00	30-1511
1511	Interest On Investments	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Accrued Int on Bonds							
30-723000-1	ACCRUED INT ON BONDS SOL	0.00	0.00	0.00	0.00	0.00	30-7230
7230	Accrued Int on Bonds	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
30	Debt Service Fund or Fund Group	0.00	0.00	0.00	0.00	0.00	Fund

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Transportation Fund 40

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
40-111200-1	FIRST PRIOR YR LEVY TRAN	0.00	221,539.13	232,324.00	10,784.87	95.36	40-1112
1112	Bond and Interest Purposes Levy	0.00	221,539.13	232,324.00	10,784.87	95.36	* Source of Revenue
1St Prior Yr-Tort							
40-112200-1	1ST PRIOR YR LEVY-TORT	0.00	0.00	0.00	0.00	0.00	40-1122
1122	1St Prior Yr-Tort	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Corp Pers Prop Repl Tax							
40-123000-1	CORP REPLACEMNT PROP TAX	0.00	0.00	0.00	0.00	0.00	40-1230
1230	Corp Pers Prop Repl Tax	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Spec Ed Trans-Pupils/Pare							
40-144100-1	ORPHANAGE TRANS REIMB	0.00	0.00	0.00	0.00	0.00	40-1441
1441	Spec Ed Trans-Pupils/Pare	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
40-151100-1	TRANSP-INT	103.02	341.46	2,000.00	1,658.54	17.07	40-1511
1511	Interest On Investments	103.02	341.46	2,000.00	1,658.54	17.07	* Source of Revenue
Refund-Prior Yr Expenditu							
40-195000-1	REFUND TRANSP	0.00	0.00	0.00	0.00	0.00	40-1950
1950	Refund-Prior Yr Expenditu	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Local Revenues							
40-199900-1	OTHER LOCAL REVENUE	410.00	3,883.70	7,000.00	3,116.30	55.48	40-1999
1999	Other Local Revenues	410.00	3,883.70	7,000.00	3,116.30	55.48	* Source of Revenue
Transportation Regular/Vocational							
40-350000-1	REG TRANSPORTATION AID	0.00	0.00	350,787.00	350,787.00	0.00	40-3500
3500	Transportation Regular/Vocational	0.00	0.00	350,787.00	350,787.00	0.00	* Source of Revenue
Transportation-Vocational							
40-350500-1	VOC TRANSPORTATION AID	0.00	0.00	13,614.00	13,614.00	0.00	40-3505
3505	Transportation-Vocational	0.00	0.00	13,614.00	13,614.00	0.00	* Source of Revenue
Transportation-Spec Ed							
40-351000-1	SP ED TRANSPORTATION AID	0.00	0.00	156,255.00	156,255.00	0.00	40-3510
3510	Transportation-Spec Ed	0.00	0.00	156,255.00	156,255.00	0.00	* Source of Revenue
Other State Revenue							
40-351100-1	OTHER STATE REVENUE	0.00	0.00	0.00	0.00	0.00	40-3511
3511	Other State Revenue	0.00	0.00	0.00	0.00	0.00	* Source of Revenue

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Transportation Fund 40

Source of Revenue 3705 Early Childhood - Block Grant
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Early Childhood - Block Grant							
40-370500-26	ECE TRANSPORTATION	36,784.00	36,784.00	88,500.00	51,716.00	41.56	40-3705
3705	Early Childhood - Block Grant	36,784.00	36,784.00	88,500.00	51,716.00	41.56	* Source of Revenue
ARRA IDEA PART B							
40-485700-44	IDEA ARRA	0.00	0.00	0.00	0.00	0.00	40-4857
4857	ARRA IDEA PART B	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Permanent Transfer							
40-713000-1	PERMANENT TRANSFER	0.00	0.00	0.00	0.00	0.00	40-7130-1
7130	Permanent Transfer	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
40	Transportation Fund	37,297.02	262,548.29	850,480.00	587,931.71	30.87	Fund

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I.M.R.F./Soc. Sec. Fund 50							
Source of Revenue							
1112 Bond and Interest Purposes Levy							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
50-111200-1	FIRST PRIOR YR LEVY-IMRF	0.00	130,807.93	137,327.00	6,519.07	95.25	50-1112
50-111201-1	FIRST PRIOR YR-SS	0.00	0.00	0.00	0.00	0.00	50-1112
1112 Bond and Interest Purposes Levy		<u>0.00</u>	<u>130,807.93</u>	<u>137,327.00</u>	<u>6,519.07</u>	<u>95.25</u>	* Source of Revenue
Working Cash Purposes Levy							
50-111500-1	MEDICARE-FIRST PRIOR YR	0.00	0.00	0.00	0.00	0.00	50-1115
1115 Working Cash Purposes Levy		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Soc.Sec./Med Only Levy							
50-115000-1	FIRST PRIOR YR-S S	0.00	0.00	0.00	0.00	0.00	50-1150
1150 Soc.Sec./Med Only Levy		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Corp Pers Prop Repl Tax							
50-123000-1	CORP PERS PROP REPL TAX	174,252.00	174,252.00	174,252.00	0.00	100.00	50-1230
1230 Corp Pers Prop Repl Tax		<u>174,252.00</u>	<u>174,252.00</u>	<u>174,252.00</u>	<u>0.00</u>	<u>100.00</u>	* Source of Revenue
Interest On Investments							
50-151100-1	IMRF-INT	69.01	299.17	1,000.00	700.83	29.92	50-1511
1511 Interest On Investments		<u>69.01</u>	<u>299.17</u>	<u>1,000.00</u>	<u>700.83</u>	<u>29.92</u>	* Source of Revenue
Other Local Revenues							
50-199900-1	OTHER LOCAL REVENUE	0.00	0.00	0.00	0.00	0.00	50-1999
1999 Other Local Revenues		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
50 I.M.R.F./Soc. Sec. Fund		<u>174,321.01</u>	<u>305,359.10</u>	<u>312,579.00</u>	<u>7,219.90</u>	<u>97.69</u>	Fund

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Capital Projects Fund or Fund Group 60

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
60-111200-1	FIRST PRIOR CAP PROJ	0.00	0.00	0.00	0.00	0.00	60-1112
1112	Bond and Interest Purposes Levy	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
60-151100-1	INTEREST-CAP PROJ	0.00	0.00	0.00	0.00	0.00	60-1511
1511	Interest On Investments	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Refund-Prior Yr Expenditu							
60-195000-1	REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00	0.00	60-1950
1950	Refund-Prior Yr Expenditu	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Local Revenues							
60-199900-1	OTHER LOCAL REV CAP PROJ	0.00	0.00	0.00	0.00	0.00	60-1999
1999	Other Local Revenues	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Infrastructure Improv-Planning/Construction							
60-392000-1	INFRA IMPROVE-PLAN/CONST	0.00	0.00	0.00	0.00	0.00	60-3920
3920	Infrastructure Improv-Planning/Construction	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Transfer from Other Funds for Capital Projects							
60-780000-1	IEMA/CDB TRANSFER	0.00	0.00	0.00	0.00	0.00	60-7800
7800	Transfer from Other Funds for Capital Projects	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
60	Capital Projects Fund or Fund Group	0.00	0.00	0.00	0.00	0.00	Fund

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Working Cash Fund 70

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
70-111200-1	FIRST PRIOR YR WRKG CASH	0.00	55,187.06	58,081.00	2,893.94	95.02	70-1112
1112	Bond and Interest Purposes Levy	0.00	55,187.06	58,081.00	2,893.94	95.02	* Source of Revenue
Interest On Investments							
70-151100-1	WC-INT	909.99	2,954.34	13,000.00	10,045.66	22.73	70-1511
1511	Interest On Investments	909.99	2,954.34	13,000.00	10,045.66	22.73	* Source of Revenue
Sale Of Bonds							
70-721000-1	PRINCIPAL ON BONDS SOLD	0.00	0.00	0.00	0.00	0.00	70-7210
7210	Sale Of Bonds	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
70	Working Cash Fund	909.99	58,141.40	71,081.00	12,939.60	81.80	Fund

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Tort Immunity and Judgment Fund 80

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
80-111200-1	FIRST PRIOR YEAR LEVY	0.00	242,907.38	255,010.00	12,102.62	95.25	80-1112
1112	Bond and Interest Purposes Levy	0.00	242,907.38	255,010.00	12,102.62	95.25	* Source of Revenue
Corp Pers Prop Repl Tax							
80-123000-1	CORP PERS PROP REPLCMT TAX	50,000.00	50,000.00	50,000.00	0.00	100.00	80-1230-1
1230	Corp Pers Prop Repl Tax	50,000.00	50,000.00	50,000.00	0.00	100.00	* Source of Revenue
Interest On Investments							
80-151100-1	TORT-INTEREST	42.76	114.49	1,000.00	885.51	11.45	80-1511
1511	Interest On Investments	42.76	114.49	1,000.00	885.51	11.45	* Source of Revenue
Refund-Prior Yr Expenditu							
80-195000-1	REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00	0.00	80-1950
1950	Refund-Prior Yr Expenditu	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Local Revenues							
80-199900-1	OTHER LOCAL REVENUE	0.00	0.00	0.00	0.00	0.00	80-1999
1999	Other Local Revenues	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
80	Tort Immunity and Judgment Fund	50,042.76	293,021.87	306,010.00	12,988.13	95.76	Fund

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Fire Prevention/Life Safety 90

Source of Revenue 1112 Bond and Interest Purposes Levy
Source of Revenue

Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
90-111200-1	FIRST PRIOR YEAR LEVY L/	0.00	55,382.57	58,081.00	2,698.43	95.35	90-1112
1112	Bond and Interest Purposes Levy	0.00	55,382.57	58,081.00	2,698.43	95.35	* Source of Revenue
Corp Pers Prop Repl Tax							
90-123000-1	L/S CORP REPL TAX	0.00	0.00	0.00	0.00	0.00	90-1230
1230	Corp Pers Prop Repl Tax	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
90-151100-1	LS-INT ON INVESTMENTS	163.33	665.18	2,000.00	1,334.82	33.26	90-1511
1511	Interest On Investments	163.33	665.18	2,000.00	1,334.82	33.26	* Source of Revenue
Other Local Revenues							
90-199900-1	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	90-1999
1999	Other Local Revenues	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Permanent Transfer of Working Cash Fund Interest							
90-712000-1	TRANSFER FROM W/C	0.00	0.00	0.00	0.00	0.00	90-7120
7120	Permanent Transfer of Working Cash Fund Interest	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Sale Of Bonds							
90-721000-1	SALE OF BONDS	0.00	0.00	0.00	0.00	0.00	90-7210
7210	Sale Of Bonds	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
90	Fire Prevention/Life Safety	163.33	56,047.75	60,081.00	4,033.25	93.29	Fund
Report Total:		<u>585,701.97</u>	<u>5,923,047.63</u>	<u>10,269,993.00</u>	<u>4,346,945.37</u>	<u>57.67</u>	

Expenditure Report

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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	Budget Balance	% of Budge t	State Account Number
100	Salaries	37,871.78	144,541.34	0.00	482,726.00	338,184.66	29.94	
200	Employee Benefits	10,607.26	31,611.98	0.00	139,500.00	107,888.02	22.66	
300	Purchased Services	1,408.98	2,759.15	636.00	9,050.00	5,654.85	37.52	
400	Supplies And Materials	3,329.74	16,941.65	5,858.66	17,831.00	(4,969.31)	127.87	
500	Capital Outlay	0.00	17,656.56	0.00	33,500.00	15,843.44	52.71	
1110	Elementary	53,217.76	213,510.68	6,494.66	682,607.00	462,601.66	32.23	** Function
100	Salaries	37,447.09	184,967.91	0.00	519,000.00	334,032.09	35.64	
200	Employee Benefits	11,573.37	31,256.56	0.00	129,500.00	98,243.44	24.14	
300	Purchased Services	1,361.21	3,294.43	0.00	8,000.00	4,705.57	41.18	
400	Supplies And Materials	451.80	8,683.91	561.56	16,800.00	7,554.53	55.03	
500	Capital Outlay	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
1111	Primary	50,833.47	228,202.81	561.56	674,800.00	446,035.63	33.90	** Function
100	Salaries	40,560.34	154,415.22	0.00	497,000.00	342,584.78	31.07	
200	Employee Benefits	11,100.35	28,946.30	0.00	126,000.00	97,053.70	22.97	
300	Purchased Services	1,339.11	2,638.09	358.00	9,000.00	6,003.91	33.29	
400	Supplies And Materials	6,668.55	81,848.43	6,591.24	235,100.00	146,660.33	37.62	
500	Capital Outlay	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
600	Other Objects	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
1112	Junior High	59,668.35	267,848.04	6,949.24	869,600.00	594,802.72	31.60	** Function
100	Salaries	64,424.27	238,293.60	0.00	776,842.00	538,548.40	30.67	
200	Employee Benefits	17,896.84	50,047.03	0.00	215,000.00	164,952.97	23.28	
300	Purchased Services	1,785.26	4,033.59	0.00	10,400.00	6,366.41	38.78	
400	Supplies And Materials	2,198.02	42,103.56	13,253.66	92,350.00	36,992.78	59.94	
500	Capital Outlay	0.00	1,437.18	0.00	1,500.00	62.82	95.81	
600	Other Objects	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
1113	High School	86,304.39	335,914.96	13,253.66	1,097,092.00	747,923.38	31.83	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
1114	Reading Imp	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	10,561.80	42,207.56	0.00	128,000.00	85,792.44	32.97	
200	Employee Benefits	3,224.98	11,268.52	0.00	41,500.00	30,231.48	27.15	
300	Purchased Services	171.24	202.60	0.00	3,750.00	3,547.40	5.40	
400	Supplies And Materials	365.67	1,565.32	467.52	5,620.00	3,587.16	36.17	
500	Capital Outlay	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
600	Other Objects	0.00	60.00	0.00	800.00	740.00	7.50	

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Education Fund 10

Function 1000 Instruction
Function 1115 MUSIC
Object 600 Other Objects

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
1115	MUSIC	14,323.69	55,304.00	467.52	181,170.00	125,398.48	30.78	** 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	
1116	Accel Reader	0.00	0.00	0.00	6,000.00	6,000.00	0.00	** Function
100	Salaries	11,168.20	42,944.12	0.00	135,400.00	92,455.88	31.72	
200	Employee Benefits	1,716.26	4,531.32	0.00	24,800.00	20,268.68	18.27	
300	Purchased Services	130.00	130.00	0.00	3,228.00	3,098.00	4.03	
400	Supplies And Materials	676.12	1,444.32	866.82	7,600.00	5,288.86	30.41	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1125	Pre-K Programs	13,690.58	49,049.76	866.82	171,028.00	121,111.42	29.19	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
1203	Emh Handicapped lighted way	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	730.00	0.00	2,500.00	1,770.00	29.20	
200	Employee Benefits	0.00	173.82	0.00	325.00	151.18	53.48	
300	Purchased Services	6,773.00	9,808.25	0.00	73,000.00	63,191.75	13.44	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1204	Physically Hndcap Homebound	6,773.00	10,712.07	0.00	75,825.00	65,112.93	14.13	** Function
300	Purchased Services	0.00	0.00	0.00	800.00	800.00	0.00	
1206	Visually Impaired (Vi)	0.00	0.00	0.00	800.00	800.00	0.00	** Function
300	Purchased Services	61.26	6,635.26	0.00	7,800.00	1,164.74	85.07	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1207	Hard Of Hearing (Hh)	61.26	6,635.26	0.00	7,800.00	1,164.74	85.07	** Function
100	Salaries	3,993.50	17,961.30	0.00	52,000.00	34,038.70	34.54	
200	Employee Benefits	1,177.36	3,822.06	0.00	13,900.00	10,077.94	27.50	
300	Purchased Services	0.00	20,555.59	0.00	42,800.00	22,244.41	48.03	
400	Supplies And Materials	0.00	0.00	0.00	650.00	650.00	0.00	
1210	Speech & Lang.Impaired	5,170.86	42,338.95	0.00	109,350.00	67,011.05	38.72	** 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	
1214	PRESCHOOL	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	

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Education Fund 10

Function 1000 Instruction
Function 1219 Pre Kind EARLY CHILDHOOD
Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
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	
1219	Pre Kind EARLY CHILDHOOD	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	74,500.68	261,396.81	0.00	887,000.00	625,603.19	29.47	
200	Employee Benefits	11,403.61	32,432.21	0.00	176,000.00	143,567.79	18.43	
300	Purchased Services	382.37	823.54	0.00	5,150.00	4,326.46	15.99	
400	Supplies And Materials	1,166.66	17,641.86	1,121.19	53,300.00	34,536.95	35.20	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1220	Cross-Categorical (Cc)	87,453.32	312,294.42	1,121.19	1,121,450.00	808,034.39	27.95	** 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	
1222	MI	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	4,668.48	18,582.79	0.00	59,700.00	41,117.21	31.13	
200	Employee Benefits	1,047.26	3,382.72	0.00	15,700.00	12,317.28	21.55	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	220.92	1,220.00	999.08	18.11	
1225	Special Education Programs Pre-K	5,715.74	21,965.51	220.92	76,620.00	54,433.57	28.96	** Function
100	Salaries	3,733.34	14,833.34	0.00	50,120.00	35,286.66	29.60	
200	Employee Benefits	2,951.92	5,338.15	0.00	29,400.00	24,061.85	18.16	
300	Purchased Services	3,930.52	7,410.38	1,155.00	13,848.00	5,282.62	61.85	
400	Supplies And Materials	0.00	24.93	973.51	3,900.00	2,901.56	25.60	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1250	Remedial and Supplemental Programs K-12	10,615.78	27,606.80	2,128.51	97,268.00	67,532.69	30.57	** Function
100	Salaries	3,198.76	12,150.02	0.00	42,500.00	30,349.98	28.59	
200	Employee Benefits	1,098.40	3,317.92	0.00	12,700.00	9,382.08	26.13	
300	Purchased Services	0.00	0.00	0.00	3,500.00	3,500.00	0.00	
400	Supplies And Materials	0.00	2,215.00	28.14	8,988.00	6,744.86	24.96	
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	
1401	VOCATIONAL AG	4,297.16	17,682.94	28.14	68,188.00	50,476.92	25.97	** Function

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Education Fund 10

Function 1000 Instruction
Function 1402 INDUSTRIAL ARTS
Object 100 Salaries

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budge t	State Account Number
100	Salaries	3,240.00	12,600.00	0.00	42,580.00	29,980.00	29.59	
200	Employee Benefits	1,563.42	5,177.96	0.00	18,000.00	12,822.04	28.77	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	3,527.75	3,527.75	1,028.84	6,412.00	1,855.41	71.06	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1402	INDUSTRIAL ARTS	8,331.17	21,305.71	1,028.84	66,992.00	44,657.45	33.34	** Function
100	Salaries	4,861.80	9,633.60	0.00	48,400.00	38,766.40	19.90	
200	Employee Benefits	1,440.72	4,550.50	0.00	16,250.00	11,699.50	28.00	
300	Purchased Services	0.00	0.00	0.00	600.00	600.00	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	
1407	BUSINESS ED	6,302.52	14,184.10	0.00	65,250.00	51,065.90	21.74	** Function
100	Salaries	3,152.06	10,698.53	0.00	34,400.00	23,701.47	31.10	
200	Employee Benefits	679.07	1,919.80	0.00	7,700.00	5,780.20	24.93	
300	Purchased Services	120.40	120.40	0.00	1,000.00	879.60	12.04	
400	Supplies And Materials	0.00	0.00	0.00	300.00	300.00	0.00	
1459	CO-OP PROGRAM	3,951.53	12,738.73	0.00	43,400.00	30,661.27	29.35	** Function
100	Salaries	5,970.30	32,491.00	0.00	139,000.00	106,509.00	23.37	
200	Employee Benefits	194.28	1,896.44	0.00	11,200.00	9,303.56	16.93	
300	Purchased Services	2,864.60	4,218.01	0.00	36,000.00	31,781.99	11.72	
400	Supplies And Materials	205.41	5,023.01	1,599.59	17,700.00	11,077.40	37.42	
500	Capital Outlay	0.00	1,764.50	821.00	11,300.00	8,714.50	22.88	
600	Other Objects	1,919.00	2,624.00	0.00	11,500.00	8,876.00	22.82	
1501	ATHLETICS	11,153.59	48,016.96	2,420.59	226,700.00	176,262.45	22.25	** 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	
600	Other Objects	20.00	20.00	0.00	0.00	(20.00)	0.00	
1502	Music	20.00	20.00	0.00	0.00	(20.00)	0.00	** Function
100	Salaries	1,768.76	7,217.47	0.00	28,000.00	20,782.53	25.78	
200	Employee Benefits	0.00	91.36	0.00	1,500.00	1,408.64	6.09	
300	Purchased Services	0.00	0.00	0.00	1,000.00	1,000.00	0.00	

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Education Fund 10

Function 1000 Instruction
Function 1540 EXTRA CURRICULAR
Object 400 Supplies And Materials

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budge t	State Account Number
400	Supplies And Materials	3,089.00	3,325.38	0.00	6,300.00	2,974.62	52.78	
600	Other Objects	0.00	(8.00)	0.00	200.00	208.00	-4.00	
1540	EXTRA CURRICULAR	4,857.76	10,626.21	0.00	37,000.00	26,373.79	28.72	** Function
100	Salaries	0.00	10,064.00	0.00	21,000.00	10,936.00	47.92	
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	0.00	37.44	0.00	250.00	212.56	14.98	
1600	Summer School	0.00	10,101.44	0.00	24,450.00	14,348.56	41.31	** Function
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1650	Gifted Programs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	501.66	1,992.64	0.00	6,020.00	4,027.36	33.10	
200	Employee Benefits	204.38	412.37	0.00	800.00	387.63	51.55	
300	Purchased Services	0.00	3,717.42	0.00	12,100.00	8,382.58	30.72	
400	Supplies And Materials	0.00	50.00	0.00	2,000.00	1,950.00	2.50	
1700	Drivers Education Program	706.04	6,172.43	0.00	20,920.00	14,747.57	29.50	** Function
100	Salaries	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	
1800	Bilingual Programs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	22,312.59	36,937.59	0.00	125,000.00	88,062.41	29.55	
1912	Special Education Programs K-12 - Private Tuition	22,312.59	36,937.59	0.00	125,000.00	88,062.41	29.55	** Function
1000	Instruction	455,760.56	1,749,169.37	35,541.65	5,849,310.00	4,064,598.98	30.51	* Function
100	Salaries	10,587.18	41,721.81	0.00	129,000.00	87,278.19	32.34	
200	Employee Benefits	2,559.48	7,404.86	0.00	28,800.00	21,395.14	25.71	
300	Purchased Services	49.84	65.52	0.00	1,500.00	1,434.48	4.37	
400	Supplies And Materials	158.90	390.87	201.90	1,170.00	577.23	50.66	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	150.00	150.00	0.00	200.00	50.00	75.00	
2110	Attendance/Soc Wrk Serv	13,505.40	49,733.06	201.90	160,670.00	110,735.04	31.08	** Function
100	Salaries	5,219.55	20,772.64	0.00	62,700.00	41,927.36	33.13	
200	Employee Benefits	1,406.16	4,066.09	0.00	15,500.00	11,433.91	26.23	
300	Purchased Services	0.00	0.00	0.00	1,650.00	1,650.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	450.00	450.00	0.00	

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Education Fund 10

Function 2000 Support Services
Function 2120 Guidance Services
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
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	
2120	Guidance Services	6,625.71	24,838.73	0.00	80,400.00	55,561.27	30.89	** Function
100	Salaries	2,578.69	10,304.97	0.00	30,600.00	20,295.03	33.68	
200	Employee Benefits	1,066.36	1,614.50	0.00	75.00	(1,539.50)	2,152.67	
300	Purchased Services	185.98	185.98	0.00	1,600.00	1,414.02	11.62	
400	Supplies And Materials	75.53	884.89	0.00	1,350.00	465.11	65.55	
2134	Nurse Services	3,906.56	12,990.34	0.00	33,625.00	20,634.66	38.63	** Function
100	Salaries	3,881.76	10,493.91	0.00	45,500.00	35,006.09	23.06	
200	Employee Benefits	274.46	1,104.60	0.00	3,400.00	2,295.40	32.49	
300	Purchased Services	140.00	379.41	0.00	2,650.00	2,270.59	14.32	
400	Supplies And Materials	101.34	333.30	103.72	1,800.00	1,362.98	24.28	
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	
2140	Psychological Services	4,397.56	12,311.22	103.72	53,350.00	40,935.06	23.27	** Function
300	Purchased Services	932.70	3,459.58	0.00	8,700.00	5,240.42	39.77	
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	
2190	Other Support Svs Pupils	932.70	3,459.58	0.00	8,700.00	5,240.42	39.77	** 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	
2191	OTHER SUPPORT	0.00	0.00	0.00	1,000.00	1,000.00	0.00	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
2192	TITLE V CHART COUNTS	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	
2193	Title IV	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	1,173.36	14,396.72	0.00	51,000.00	36,603.28	28.23	
200	Employee Benefits	108.66	3,267.88	0.00	5,800.00	2,532.12	56.34	
300	Purchased Services	1,020.00	5,851.49	0.00	21,500.00	15,648.51	27.22	
400	Supplies And Materials	447.32	1,526.39	2,627.51	12,000.00	7,846.10	34.62	

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Education Fund 10

Function 2000 Support Services
Function 2210 EPIC
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
2210	EPIC	2,749.34	25,042.48	2,627.51	90,300.00	62,630.01	30.64	** 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	
2215	TITLE II CLASS REDUCTION	0.00	0.00	0.00	0.00	0.00	0.00	** 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	
2218	Quality Assurance	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	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
2219	BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	11,055.08	43,860.48	0.00	139,500.00	95,639.52	31.44	
200	Employee Benefits	1,236.04	3,615.50	0.00	19,000.00	15,384.50	19.03	
300	Purchased Services	49.59	176.21	0.00	1,800.00	1,623.79	9.79	
400	Supplies And Materials	1,681.32	5,056.67	1,261.34	14,690.00	8,371.99	43.01	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
2220	MEDIA PROGRAM	14,022.03	52,708.86	1,261.34	174,990.00	121,019.80	30.84	** Function
100	Salaries	3,655.56	19,945.55	0.00	52,000.00	32,054.45	38.36	
200	Employee Benefits	1,153.08	4,212.30	0.00	13,900.00	9,687.70	30.30	
300	Purchased Services	3,392.77	10,251.65	0.00	53,500.00	43,248.35	19.16	
400	Supplies And Materials	0.00	2,144.34	179.94	2,700.00	375.72	86.08	
2226	TECHNOLOGY	8,201.41	36,553.84	179.94	122,100.00	85,366.22	30.08	** 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	
2230	Assessment/Testing	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	242.20	3,656.10	0.00	5,750.00	2,093.90	63.58	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	1,582.50	15,104.50	0.00	51,100.00	35,995.50	29.56	
400	Supplies And Materials	1,562.01	7,882.91	1,141.97	37,300.00	28,275.12	24.20	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	3,959.00	11,292.77	0.00	25,000.00	13,707.23	45.17	

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Education Fund 10

Function 2000 Support Services
Function 2310 Brd Ed Services
Object 600 Other Objects

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
2310	Brd Ed Services	7,345.71	37,936.28	1,141.97	119,150.00	80,071.75	32.80	** Function
100	Salaries	8,505.04	34,020.16	0.00	98,864.00	64,843.84	34.41	
200	Employee Benefits	2,315.28	9,373.70	0.00	28,000.00	18,626.30	33.48	
300	Purchased Services	1,353.29	7,278.74	0.00	13,300.00	6,021.26	54.73	
400	Supplies And Materials	49.79	2,106.36	394.90	7,200.00	4,698.74	34.74	
500	Capital Outlay	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
600	Other Objects	0.00	896.08	0.00	1,000.00	103.92	89.61	
2320	Executive Adm. Serv	12,223.40	53,675.04	394.90	149,864.00	95,794.06	36.08	** Function
100	Salaries	39,811.77	157,926.83	0.00	510,000.00	352,073.17	30.97	
200	Employee Benefits	13,191.99	52,264.36	0.00	155,000.00	102,735.64	33.72	
300	Purchased Services	743.10	3,156.01	0.00	9,200.00	6,043.99	34.30	
400	Supplies And Materials	678.53	3,887.55	181.50	12,420.00	8,350.95	32.76	
500	Capital Outlay	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
600	Other Objects	0.00	258.00	0.00	4,000.00	3,742.00	6.45	
2410	Office Of Principal Serv	54,425.39	217,492.75	181.50	692,120.00	474,445.75	31.45	** 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	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
2510	Dirctn Business Supt Ser	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	7,941.29	31,765.16	0.00	95,500.00	63,734.84	33.26	
200	Employee Benefits	561.30	2,276.92	0.00	14,000.00	11,723.08	16.26	
300	Purchased Services	110.00	120.81	0.00	2,700.00	2,579.19	4.47	
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	450.00	450.00	0.00	
2520	Fiscal Services	8,612.59	34,162.89	0.00	112,650.00	78,487.11	30.33	** Function
100	Salaries	12,523.67	48,071.34	0.00	148,851.00	100,779.66	32.29	
200	Employee Benefits	0.00	0.00	0.00	16,675.00	16,675.00	0.00	
300	Purchased Services	0.00	103.60	0.00	2,800.00	2,696.40	3.70	
400	Supplies And Materials	27,257.11	51,086.95	196.38	244,600.00	193,316.67	20.97	
500	Capital Outlay	0.00	0.00	0.00	8,000.00	8,000.00	0.00	

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Education Fund 10

Function 2000 Support Services
Function 2560 Food Services
Object 600 Other Objects

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
600	Other Objects	48.00	48.00	0.00	400.00	352.00	12.00	
2560	Food Services	39,828.78	99,309.89	196.38	421,326.00	321,819.73	23.62	** Function
300	Purchased Services	455.00	657.70	0.00	6,200.00	5,542.30	10.61	
2630	Information Services	455.00	657.70	0.00	6,200.00	5,542.30	10.61	** Function
300	Purchased Services	0.00	0.00	0.00	5,000.00	5,000.00	0.00	
400	Supplies And Materials	0.00	466.52	0.00	14,600.00	14,133.48	3.20	
2660	DATA PROCESSING	0.00	466.52	0.00	19,600.00	19,133.48	2.38	** Function
2000	Support Services	177,231.58	661,339.18	6,289.16	2,246,045.00	1,578,416.66	29.72	* Function
600	Other Objects	0.00	7,175.88	0.00	9,500.00	2,324.12	75.54	
4120	Payments Sp Ed Programs	0.00	7,175.88	0.00	9,500.00	2,324.12	75.54	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
4140	Payments for CTE Programs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	5,000.00	5,000.00	0.00	
4190	Other Pymnts Gov In State	0.00	0.00	0.00	5,000.00	5,000.00	0.00	** Function
600	Other Objects	0.00	450.00	0.00	6,000.00	5,550.00	7.50	
4210	Payments for Regular Programs - Tuition	0.00	450.00	0.00	6,000.00	5,550.00	7.50	** Function
600	Other Objects	(3,676.80)	64,586.46	0.00	140,000.00	75,413.54	46.13	
4220	Payments for Special Education Programs - Tuition	(3,676.80)	64,586.46	0.00	140,000.00	75,413.54	46.13	** Function
600	Other Objects	0.00	15,750.00	0.00	35,000.00	19,250.00	45.00	
4240	Payments for CTE Programs - Tuition	0.00	15,750.00	0.00	35,000.00	19,250.00	45.00	** Function
4000	Nonprogrammed Charges	(3,676.80)	87,962.34	0.00	195,500.00	107,537.66	44.99	* Function
600	Other Objects	0.00	0.00	0.00	10,000.00	10,000.00	0.00	
6000	Provision For Contingencs	0.00	0.00	0.00	10,000.00	10,000.00	0.00	** Function
6000	Provision For Contingencs	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	
8130	Prmt Trns From Ed Fund	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00	* Function
10	Education Fund	629,315.34	2,498,470.89	41,830.81	8,300,855.00	5,760,553.30	30.60	Fund

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Expenditure Report

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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	
2530	Function 2530	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	22,003.64	117,780.34	0.00	353,600.00	235,819.66	33.31	
200	Employee Benefits	4,092.96	13,286.52	0.00	36,650.00	23,363.48	36.25	
300	Purchased Services	14,516.51	157,091.20	0.00	230,400.00	73,308.80	68.18	
400	Supplies And Materials	22,599.71	84,743.36	0.00	303,700.00	218,956.64	27.90	
500	Capital Outlay	9,670.70	39,858.62	0.00	80,000.00	40,141.38	49.82	
2542	Care & Upkeep Bldg Serv	72,883.52	412,760.04	0.00	1,004,350.00	591,589.96	41.10	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	29,708.71	0.00	47,700.00	17,991.29	62.28	
400	Supplies And Materials	1,001.58	2,374.42	127.47	10,000.00	7,498.11	25.02	
500	Capital Outlay	0.00	3,730.00	0.00	13,000.00	9,270.00	28.69	
600	Other Objects	0.00	0.00	0.00	50.00	50.00	0.00	
2543	Care Upkeep Grnds Serv	1,001.58	35,813.13	127.47	70,750.00	34,809.40	50.80	** Function
2000	Support Services	73,885.10	448,573.17	127.47	1,075,100.00	626,399.36	41.74	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
6000	Provision For Contingencs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
6000	Provision For Contingencs	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	
8800	Function 8800	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00	* Function
20	Oper, Build, & Maint Fund	73,885.10	448,573.17	127.47	1,075,100.00	626,399.36	41.74	Fund

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Expenditure Report

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PUTNAM COUNTY CUSD #535

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	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
5140	State Aid Anticipation Certificates	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	
5200	Debt Service - Interest on Long-Term Debt	0.00	0.00	0.00	0.00	0.00	0.00	** Function
5000	Debt Services	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	
8140	Prmt Transf Of Interest	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00	* Function
30	Debt Service Fund or Fund Group	0.00	0.00	0.00	0.00	0.00	0.00	Fund

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PUTNAM COUNTY CUSD #535

Transportation Fund 40

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

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budge t	State Account Number
100	Salaries	3,288.97	9,502.69	0.00	30,200.00	20,697.31	31.47	
200	Employee Benefits	248.21	872.09	0.00	2,750.00	1,877.91	31.71	
300	Purchased Services	143,043.89	169,865.03	0.00	843,234.00	673,368.97	20.14	
400	Supplies And Materials	1,220.82	2,438.93	0.00	6,500.00	4,061.07	37.52	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
2550	Pupil Transportation Ser	147,801.89	182,678.74	0.00	882,684.00	700,005.26	20.70	** Function
2000	Support Services	147,801.89	182,678.74	0.00	882,684.00	700,005.26	20.70	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
6000	Provision For Contingencs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
6000	Provision For Contingencs	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	
8140	Prmt Transf Of Interest	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00	* Function
40	Transportation Fund	147,801.89	182,678.74	0.00	882,684.00	700,005.26	20.70	Fund

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Expenditure Report

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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	% of Budge t	State Account Number
200	Employee Benefits	601.39	2,729.71	0.00	10,910.00	8,180.29	25.02	
1110	Elementary	601.39	2,729.71	0.00	10,910.00	8,180.29	25.02	** Function
200	Employee Benefits	540.36	4,730.62	0.00	7,200.00	2,469.38	65.70	
1111	Primary	540.36	4,730.62	0.00	7,200.00	2,469.38	65.70	** Function
200	Employee Benefits	576.61	2,236.44	0.00	7,100.00	4,863.56	31.50	
1112	Junior High	576.61	2,236.44	0.00	7,100.00	4,863.56	31.50	** Function
200	Employee Benefits	840.78	3,463.12	0.00	12,850.00	9,386.88	26.95	
1113	High School	840.78	3,463.12	0.00	12,850.00	9,386.88	26.95	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1114	Reading Imp	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	155.47	588.59	0.00	2,000.00	1,411.41	29.43	
1115	MUSIC	155.47	588.59	0.00	2,000.00	1,411.41	29.43	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1120	Middle-Junior High	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	937.52	3,687.55	0.00	12,700.00	9,012.45	29.04	
1125	Pre-K Programs	937.52	3,687.55	0.00	12,700.00	9,012.45	29.04	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1130	High School	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	9.42	0.00	75.00	65.58	12.56	
1204	Physically Hndcap Homebound	0.00	9.42	0.00	75.00	65.58	12.56	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1207	Hard Of Hearing (Hh)	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	57.30	257.42	0.00	900.00	642.58	28.60	
1210	Speech & Lang. Impaired	57.30	257.42	0.00	900.00	642.58	28.60	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1214	PRESCHOOL	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	
1219	Pre Kind EARLY CHILDHOOD	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	7,198.86	23,589.89	0.00	84,200.00	60,610.11	28.02	
1220	Cross-Categorical (Cc)	7,198.86	23,589.89	0.00	84,200.00	60,610.11	28.02	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	

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I.M.R.F./Soc. Sec. Fund 50

Function 1000 Instruction
Function 1222 MI
Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
1222	MI	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	331.86	1,327.09	0.00	4,300.00	2,972.91	30.86	
1225	Special Education Programs Pre-K	331.86	1,327.09	0.00	4,300.00	2,972.91	30.86	** Function
200	Employee Benefits	53.44	212.45	0.00	700.00	487.55	30.35	
1250	Remedial and Supplemental Programs K-12	53.44	212.45	0.00	700.00	487.55	30.35	** Function
200	Employee Benefits	45.88	173.65	0.00	650.00	476.35	26.72	
1401	VOCATIONAL AG	45.88	173.65	0.00	650.00	476.35	26.72	** Function
200	Employee Benefits	36.05	137.64	0.00	700.00	562.36	19.66	
1402	INDUSTRIAL ARTS	36.05	137.64	0.00	700.00	562.36	19.66	** Function
200	Employee Benefits	66.63	129.23	0.00	750.00	620.77	17.23	
1407	BUSINESS ED	66.63	129.23	0.00	750.00	620.77	17.23	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1415	IVCC TECH PREP	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	44.30	53.39	0.00	275.00	221.61	19.41	
1459	CO-OP PROGRAM	44.30	53.39	0.00	275.00	221.61	19.41	** Function
200	Employee Benefits	125.21	698.72	0.00	6,950.00	6,251.28	10.05	
1501	ATHLETICS	125.21	698.72	0.00	6,950.00	6,251.28	10.05	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1502	Music	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	25.00	98.89	0.00	900.00	801.11	10.99	
1540	EXTRA CURRICULAR	25.00	98.89	0.00	900.00	801.11	10.99	** Function
200	Employee Benefits	0.00	165.01	0.00	600.00	434.99	27.50	
1600	Summer School	0.00	165.01	0.00	600.00	434.99	27.50	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1650	Gifted Programs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	7.28	28.86	0.00	125.00	96.14	23.09	
1700	Drivers Education Program	7.28	28.86	0.00	125.00	96.14	23.09	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
1800	Bilingual Programs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
1000	Instruction	11,643.94	44,317.69	0.00	153,885.00	109,567.31	28.80	* Function
200	Employee Benefits	346.35	1,392.22	0.00	4,950.00	3,557.78	28.13	

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I.M.R.F./Soc. Sec. Fund 50

Function 2000 Support Services
Function 2110 Attendance/Soc Wrk Serv
Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budge t	State Account Number
2110	Attendance/Soc Wrk Serv	346.35	1,392.22	0.00	4,950.00	3,557.78	28.13	** Function
200	Employee Benefits	75.10	297.83	0.00	1,000.00	702.17	29.78	
2120	Guidance Services	75.10	297.83	0.00	1,000.00	702.17	29.78	** Function
200	Employee Benefits	551.76	2,207.62	0.00	7,400.00	5,192.38	29.83	
2134	Nurse Services	551.76	2,207.62	0.00	7,400.00	5,192.38	29.83	** Function
200	Employee Benefits	257.26	966.55	0.00	3,675.00	2,708.45	26.30	
2140	Psychological Services	257.26	966.55	0.00	3,675.00	2,708.45	26.30	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2192	TITLE V CHART COUNTS	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	
2193	Title IV	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	
2196	Comp Arts	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	19.68	400.03	0.00	2,050.00	1,649.97	19.51	
2210	EPIC	19.68	400.03	0.00	2,050.00	1,649.97	19.51	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2212	CURRICULUM DIRECTOR	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	
2215	TITLE II CLASS REDUCTION	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	
2218	Quality Assurance	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	
2219	BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	1,313.02	5,200.42	0.00	16,600.00	11,399.58	31.33	
2220	MEDIA PROGRAM	1,313.02	5,200.42	0.00	16,600.00	11,399.58	31.33	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2225	TECH THRUST	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	52.70	287.40	0.00	800.00	512.60	35.93	
2226	TECHNOLOGY	52.70	287.40	0.00	800.00	512.60	35.93	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2230	Assessment/Testing	0.00	0.00	0.00	0.00	0.00	0.00	** Function

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I.M.R.F./Soc. Sec. Fund 50

Function 2000 Support Services
Function 2310 Brd Ed Services
Object 200 Employee Benefits

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budge t	State Account Number
200	Employee Benefits	17.62	275.92	0.00	875.00	599.08	31.53	
2310	Brd Ed Services	17.62	275.92	0.00	875.00	599.08	31.53	** Function
200	Employee Benefits	123.10	492.68	0.00	1,550.00	1,057.32	31.79	
2320	Executive Adm. Serv	123.10	492.68	0.00	1,550.00	1,057.32	31.79	** Function
200	Employee Benefits	667.05	2,536.51	0.00	10,000.00	7,463.49	25.37	
2365	Risk Management and Claims Services Payments	667.05	2,536.51	0.00	10,000.00	7,463.49	25.37	** Function
200	Employee Benefits	1,948.79	8,246.87	0.00	27,100.00	18,853.13	30.43	
2410	Office Of Principal Serv	1,948.79	8,246.87	0.00	27,100.00	18,853.13	30.43	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2510	Dirctn Business Suppt Ser	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	1,518.97	6,072.85	0.00	18,500.00	12,427.15	32.83	
2520	Fiscal Services	1,518.97	6,072.85	0.00	18,500.00	12,427.15	32.83	** Function
200	Employee Benefits	4,703.82	21,981.43	0.00	66,595.00	44,613.57	33.01	
2542	Care & Upkeep Bldg Serv	4,703.82	21,981.43	0.00	66,595.00	44,613.57	33.01	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2543	Care Upkeep Grnds Serv	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	469.93	1,252.39	0.00	3,800.00	2,547.61	32.96	
2550	Pupil Transportation Ser	469.93	1,252.39	0.00	3,800.00	2,547.61	32.96	** Function
200	Employee Benefits	2,322.53	8,981.44	0.00	29,975.00	20,993.56	29.96	
2560	Food Services	2,322.53	8,981.44	0.00	29,975.00	20,993.56	29.96	** Function
2000	Support Services	14,387.68	60,592.16	0.00	194,870.00	134,277.84	31.09	* Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
3696	Safe To Learn	0.00	0.00	0.00	0.00	0.00	0.00	** Function
3000	Community Services	0.00	0.00	0.00	0.00	0.00	0.00	* Function
50	I.M.R.F./Soc. Sec. Fund	26,031.62	104,909.85	0.00	348,755.00	243,845.15	30.08	Fund

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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	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	
2530	Function 2530		0.00	0.00	0.00	0.00	0.00	0.00	** Function
2000	Support Services		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	
8150	Prmnt Trnf From S&C		0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses		0.00	0.00	0.00	0.00	0.00	0.00	* Function
60	Capital Projects Fund or Fund Group		0.00	0.00	0.00	0.00	0.00	0.00	Fund

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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	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
8110	Permnt Trns Wrk Csh Abol	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	
8111	Permnt Trns Wrk Csh	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	
8120	Prmnt Trnf Int From Wrkcs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	0.00	0.00	0.00	0.00	0.00	0.00	* Function
70	Working Cash Fund	0.00	0.00	0.00	0.00	0.00	0.00	Fund

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Tort Immunity and Judgment Fund 80

Function 1000 Instruction
Function 1110 Elementary
Object 100 Salaries

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
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	
1110	Elementary	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	
1111	Primary	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	
1112	Junior High	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	
1113	High School	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	
1115	MUSIC	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	
1210	Speech & Lang.Impaired	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	
1220	Cross-Categorical (Cc)	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	
1225	Special Education Programs Pre-K	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	
1401	VOCATIONAL AG	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	
1402	INDUSTRIAL ARTS	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	
1407	BUSINESS ED	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	
1459	CO-OP PROGRAM	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	

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Tort Immunity and Judgment Fund 80

Function 1000 Instruction
Function 1700 Drivers Education Program
Object 100 Salaries

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
1700	Drivers Education Program	0.00	0.00	0.00	0.00	0.00	0.00	** Function
1000	Instruction	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	
2134	Nurse Services	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	
2320	Executive Adm. Serv	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	29,698.96	0.00	32,000.00	2,301.04	92.81	
2362	Workers Comp/Workers Occ Disease Acts Payments	0.00	29,698.96	0.00	32,000.00	2,301.04	92.81	** Function
200	Employee Benefits	0.00	418.00	0.00	14,000.00	13,582.00	2.99	
2363	Unemployment Insurance Act Payments	0.00	418.00	0.00	14,000.00	13,582.00	2.99	** Function
300	Purchased Services	0.00	58,472.00	0.00	68,700.00	10,228.00	85.11	
2364	Insurance Payments (regular or self-insurance)	0.00	58,472.00	0.00	68,700.00	10,228.00	85.11	** Function
100	Salaries	14,238.82	57,028.60	0.00	141,500.00	84,471.40	40.30	
200	Employee Benefits	0.00	85.53	0.00	0.00	(85.53)	0.00	
2365	Risk Management and Claims Services Payments	14,238.82	57,114.13	0.00	141,500.00	84,385.87	40.36	** Function
300	Purchased Services	100.00	3,646.01	0.00	20,000.00	16,353.99	18.23	
2369	Legal Services	100.00	3,646.01	0.00	20,000.00	16,353.99	18.23	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
2410	Office Of Principal Serv	0.00	0.00	0.00	0.00	0.00	0.00	** Function
300	Purchased Services	1,320.00	9,246.27	0.00	10,000.00	753.73	92.46	
2540	Function 2540	1,320.00	9,246.27	0.00	10,000.00	753.73	92.46	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
2542	Care & Upkeep Bldg Serv	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	
2560	Food Services	0.00	0.00	0.00	0.00	0.00	0.00	** Function
2000	Support Services	15,658.82	158,595.37	0.00	286,200.00	127,604.63	55.41	* Function
80	Tort Immunity and Judgment Fund	15,658.82	158,595.37	0.00	286,200.00	127,604.63	55.41	Fund

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Expenditure Report

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PUTNAM COUNTY CUSD #535

Fire Prevention/Life Safety 90									
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00		
500	Capital Outlay	0.00	4,436.32	0.00	4,436.00	(0.32)	100.01		
2548	L/S Capital Outlay	0.00	4,436.32	0.00	4,436.00	(0.32)	100.01	**	Function
2000	Support Services	0.00	4,436.32	0.00	4,436.00	(0.32)	100.01	*	Function
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00		
4190	Other Pymnts Gov In State	0.00	0.00	0.00	0.00	0.00	0.00	**	Function
4000	Nonprogrammed Charges	0.00	0.00	0.00	0.00	0.00	0.00	*	Function
90	Fire Prevention/Life Safety	0.00	4,436.32	0.00	4,436.00	(0.32)	100.01	Fund	
Report Total:		<u>892,692.77</u>	<u>3,397,664.34</u>	<u>41,958.28</u>	<u>10,898,030.00</u>	<u>7,458,407.38</u>	<u>31.56</u>		

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 10				
AP-Accrual-10	AP-Accrual for Fund 10	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
10-111-1	IMPREST FUND	12,800.00	0.00	12,800.00
10-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
10-110-1	CASH IN BANKS	165,727.17	6,695.48	172,422.65
10-121-1	REGULAR INVESTMENT ED	6,195,132.78	(316,052.37)	5,879,080.41
10-131	PAYROLL CASH	0.00	0.00	0.00
10-199-1	EMPLOYEE COMPUTERS	0.00	0.00	0.00
10-122-1	FARNSWORTH INVESTMENT	0.00	0.00	0.00
	Total	\$6,373,659.95	(\$309,356.89)	\$6,064,303.06
10-457-1	Delete This Account	0.00	0.00	0.00
10-498-1	TEACHER RET 2.2	0.00	0.00	0.00
10-497-1	SUPPORT PERS. DUES	0.00	0.00	0.00
10-496-1	LOHMANS CAFE. PLAN	(8,501.23)	2,567.41	(5,933.82)
10-495-1	LIFE INS PAYABLE	0.00	0.00	0.00
10-493-1	MEDICARE INS. PAYABLE	0.00	0.00	0.00
10-490-1	Delete This Account	0.00	0.00	0.00
10-481-1	TEACHER RET. PAYABLE	0.00	0.00	0.00
10-460-1	DISABILITY INS. PAYABLE	0.00	0.00	0.00
10-458-1	Delete This Account	0.00	0.00	0.00
10-456-1	Delete This Account	0.00	0.00	0.00
10-455-1	Delete This Account	0.00	0.00	0.00
10-459-1	Delete This Account	0.00	0.00	0.00
10-454-1	Delete This Account	0.00	0.00	0.00
10-452-1	Delete This Account	0.00	0.00	0.00
10-411-1	LOAN TO LIFE SAFETY	0.00	0.00	0.00
10-431-1	ACCOUNTS PAYABLE	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
	Total	(\$8,501.23)	\$2,567.41	(\$5,933.82)
10-706-1	NET PROFIT/LOSS	(2,200,635.99)	306,789.48	(1,893,846.51)
10-730-1	FUND BALANCE	(4,164,522.73)	0.00	(4,164,522.73)
	Total	(\$6,365,158.72)	\$306,789.48	(\$6,058,369.24)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 20				
AP-Accrual-20	AP-Accrual for Fund 20	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
20-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
20-184-1	LAND FUND INVESTMENT	0.00	0.00	0.00
20-183-1	TREE FUND INVESTMENTS	3,603.64	0.00	3,603.64
20-131	PAYROLL CASH	0.00	0.00	0.00
20-110-1	CASH IN BANKS	196,072.57	(100.00)	195,972.57
20-121-1	REGULAR INVESTMENT O/M	1,780,817.70	(73,343.10)	1,707,474.60
	Total	\$1,980,493.91	(\$73,443.10)	\$1,907,050.81
20-454-1	Delete This Account	0.00	0.00	0.00
20-456-1	Delete This Account	0.00	0.00	0.00
20-457-1	Delete This Account	0.00	0.00	0.00
20-458-1	Delete This Account	0.00	0.00	0.00
20-459-1	Delete This Account	0.00	0.00	0.00
20-497-1	SUPPORT PERS. DUES	0.00	0.00	0.00
20-453-1	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
20-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
20-452-1	Delete This Account	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
20-730-1	FUND BALANCE	(1,800,012.16)	0.00	(1,800,012.16)
20-706-1	NET PROFIT/LOSS	(180,481.75)	73,443.10	(107,038.65)
	Total	(\$1,980,493.91)	\$73,443.10	(\$1,907,050.81)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 30				
AP-Accrual-30	AP-Accrual for Fund 30	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
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
	Total	\$0.00	\$0.00	\$0.00
30-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
30-730-1	FUND BALANCE	0.00	0.00	0.00
30-706-1	NET PROFIT/LOSS	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 40				
AP-Accrual-40	AP-Accrual for Fund 40	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
40-110-1	CASH IN BANKS	(3,552.44)	0.00	(3,552.44)
40-121-1	REGULAR INVESTMENT TRANS	449,782.92	(110,504.87)	339,278.05
40-131	PAYROLL CASH	0.00	0.00	0.00
40-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
	Total	\$446,230.48	(\$110,504.87)	\$335,725.61
40-453-1	Delete This Account	0.00	0.00	0.00
40-411-1	LOANS FROM W/C	0.00	0.00	0.00
40-452-1	Delete This Account	0.00	0.00	0.00
40-454-1	Delete This Account	0.00	0.00	0.00
40-456-1	Delete This Account	0.00	0.00	0.00
40-457-1	Delete This Account	0.00	0.00	0.00
40-481-1	EMPLOYEE INCENTIVE	0.00	0.00	0.00
40-451-1	Delete This Account	0.00	0.00	0.00
40-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
40-706-1	NET PROFIT/LOSS	(190,374.42)	110,504.87	(79,869.55)
40-730-1	FUND BALANCE	(255,856.06)	0.00	(255,856.06)
	Total	(\$446,230.48)	\$110,504.87	(\$335,725.61)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 50				
AP-Accrual-50	AP-Accrual for Fund 50	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
50-110-1	CASH IN BANKS	100,059.71	0.00	100,059.71
50-121-1	REGULAR INVESTMENT IMRF	302,683.73	148,289.39	450,973.12
50-185-1	IMRF-LONG TERM INVESTMEN	0.00	0.00	0.00
	Total	\$402,743.44	\$148,289.39	\$551,032.83
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
	Total	\$0.00	\$0.00	\$0.00
50-730-1	FUND BALANCE	(350,583.58)	0.00	(350,583.58)
50-706-1	NET PROFIT/LOSS	(52,159.86)	(148,289.39)	(200,449.25)
	Total	(\$402,743.44)	(\$148,289.39)	(\$551,032.83)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 60				
AP-Accrual-60	AP-Accrual for Fund 60	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
60-185-1	LONG TERM INVEST C/P	0.00	0.00	0.00
60-121-1	REG INVESTMENTS-CAP PROJ	0.00	0.00	0.00
60-110-1	CASH IN BANK-CAP PROJ	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
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
	Total	\$0.00	\$0.00	\$0.00
60-730-1	FUND BALANCE	0.00	0.00	0.00
60-706-1	NET PROFIT/LOSS	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 70				
AP-Accrual-70	AP-Accrual for Fund 70	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
70-121-1	REGULAR INVESTMENT WC	883,324.40	224.39	883,548.79
70-185-1	INVESTMENT LONG TERM WC	1,257,689.86	685.60	1,258,375.46
70-141-1	W/C INTERFUND LOANS	0.00	0.00	0.00
70-110-1	CASH IN BANKS	(17,097.86)	0.00	(17,097.86)
	Total	\$2,123,916.40	\$909.99	\$2,124,826.39
70-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
70-411-1	LOANS TO LIFE SAFETY	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
70-730-1	FUND BALANCE	(2,066,684.99)	0.00	(2,066,684.99)
70-706-1	NET PROFIT/LOSS	(57,231.41)	(909.99)	(58,141.40)
	Total	(\$2,123,916.40)	(\$909.99)	(\$2,124,826.39)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 80				
AP-Accrual-80	AP-Accrual for Fund 80	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
80-131	PAYROLL CASH	0.00	0.00	0.00
80-121-1	TORT-REG INVESTMENT	135,807.21	34,383.94	170,191.15
80-110-1	TORT-CASH IN BANKS	12,384.25	0.00	12,384.25
	Total	\$148,191.46	\$34,383.94	\$182,575.40
80-481	NON-CERT DUES	0.00	0.00	0.00
80-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
80-730-1	FUND BALANCE	(48,148.90)	0.00	(48,148.90)
80-706-1	NET PROFIT/LOSS	(100,042.56)	(34,383.94)	(134,426.50)
	Total	(\$148,191.46)	(\$34,383.94)	(\$182,575.40)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 90				
AP-Accrual-90	AP-Accrual for Fund 90	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
90-185-1	LONG TERM L/S	0.00	0.00	0.00
90-121-1	REGULAR INVESTMENT L/S	553,887.95	163.33	554,051.28
90-110-1	CASH IN BANK-LIFE SAFETY	(119,648.63)	0.00	(119,648.63)
	Total	\$434,239.32	\$163.33	\$434,402.65
90-411-1	LOAN DUE TO EDUCATION	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
90-452-1	Delete This Account	0.00	0.00	0.00
90-412-1	LOAN DUE TO WORKING CASH	0.00	0.00	0.00
90-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
90-706-1	NET PROFIT/LOSS	(51,448.10)	(163.33)	(51,611.43)
90-730-1	FUND BALANCE	(382,791.22)	0.00	(382,791.22)
	Total	(\$434,239.32)	(\$163.33)	(\$434,402.65)
	Total	\$0.00	\$0.00	\$0.00

Fund Balance Report

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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	629,315.34	322,525.86	2,498,470.89	4,392,317.40	1,893,846.51	4,164,522.73	6,058,369.24
20	Oper, Build, & Maint Fund	73,885.10	442.00	448,573.17	555,611.82	107,038.65	1,800,012.16	1,907,050.81
40	Transportation Fund	147,801.89	37,297.02	182,678.74	262,548.29	79,869.55	255,856.06	335,725.61
50	I.M.R.F./Soc. Sec. Fund	26,031.62	174,321.01	104,909.85	305,359.10	200,449.25	350,583.58	551,032.83
70	Working Cash Fund	0.00	909.99	0.00	58,141.40	58,141.40	2,066,684.99	2,124,826.39
80	Tort Immunity and Judgment Fund	15,658.82	50,042.76	158,595.37	293,021.87	134,426.50	48,148.90	182,575.40
90	Fire Prevention/Life Safety	0.00	163.33	4,436.32	56,047.75	51,611.43	382,791.22	434,402.65
		<u>\$892,692.77</u>	<u>\$585,701.97</u>	<u>\$3,397,664.34</u>	<u>\$5,923,047.63</u>	<u>\$2,525,383.29</u>	<u>\$9,068,599.64</u>	<u>\$11,593,982.93</u>

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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 OCTOBER

October 31, 2014

Beginning Balance \$8617.96

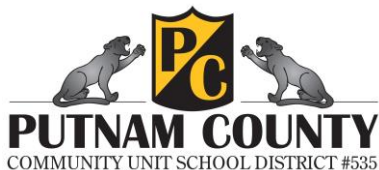
DEPOSITS \$715.50
10/09 \$715.50 (shirts, soda, water)

EXPENDITURES

		\$-1044.15
10/07 ck# 736 - \$71.04	North Central Bank (Amazon-cameo supplies)	
10/09 ck# 737 - \$602.00	Locker Room (spirit gear)	
10/17 ck# 738 - \$73.41	Pepsi (soda)	
10/17 ck# 739 - \$56.07	Hinckley Springs (water)	
10/22 ck# 740 - \$72.98	PC Foods (p/t conf food)	
10/23 ck# 741 - \$7.00	Dollar General (p/t conf supplies)	
10/28 ck# 742 - \$45.33	Michelle Edens (family reading night supplies)	
10/28 ck# 743 - \$116.32	S&S Worldwide (indoor recess equipment)	

Ending Balance \$8289.31

Where all students will learn and succeed and all means ALL
Principal—Mrs. Ronda Cross
Secretary—Mrs. Angelina Migliorini



Putnam County Primary School

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

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

IMPREST FUND REPORT

October 31, 2014

Maximum Balance	\$1,500.00
Less Expenditures	\$-6.00

DEPOSITS

Reimburse from District	\$944.35
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EXPENDITURES

Ck # 617 USPS (Campbell's Labels)	\$ 6
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Request for Reimbursement	\$6
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***Where all students will learn and succeed and all means ALL
Principal—Mrs. Ronda Cross
Secretary—Mrs. Angelina Migliorini***

PCES Activity Fund October 2014

Beginning Balance October 1, 2014	\$12258.88
Deposits October 2014	164.00
Expenditures October 2014	653.55
Ending Balance October 31, 2014	\$11769.33

Deposits

10/21/14 - Soda	\$164.00
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Expenditures

10/09/14 - #1219 – Alfano's Title 1 Family Night	\$119.67
10/17/14 - #1220 – North Central Locker Room (13.90), Walmart (28.21)	\$42.11
10/21/14 - #1228 – IPS Principal Outing	\$80.00
10/22/14 - #1221 – Hennepin Park District 5 th Grade Incentive Day	\$42.00
10/22/14 - #1222 – Hy-Vee Cake & Supplies for Blue Stem Book Club	\$45.35
10/30/14 - #1223 – VOID	
10/31/14 - #1224 – Johannes 4 th & 5 th Grade Field Trip to Princeton	\$324.42

Total Expenditures	\$653.55
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PCES Imprest Fund Report October 2014

Beginning Balance October 01, 2014	\$816.08
Less October 2014 expenditures	\$515.20
Balance October 31, 2014	\$984.80
Request for reimbursement	\$515.20
Attain Maximum Balance	\$1,500.00

Deposits

10/30/14 – Reimbursement from September	\$683.92
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Expenditures

10/01/14 – Check# 3175	SNA	\$50.00
	Jamie Seibert – 10-2560-640-1	
10/01/14 – Check# 3176	Raising Student Achievement	\$250.00
	Debbie Ward – Title 1	
10/27/14 – Check# 3177	UPS	\$215.20
	Shipping for Return of Go Math	
	10-2410-341-1	
Total Expenditures		\$515.20
Request for reimbursement		\$515.20

Putnam County Junior High School
 Imprest Fund
 October, 2014
 Account #010-146

Beginning Balance	\$ 878.78
Replenishment Request	<u>1,921.22</u>
Attain Maximum Balance	\$ 2,800.00
Less Expenditures	<u>\$ 1429.88</u>
Balance	\$ 1,370.12
Replenishment Request	<u>\$ 1,429.88</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>
5406	10/03	LEASE		registration fee Erickson/Bogacz	30.00
5407	10/03	Parkside School	10-1501-640-3	6 th girls tourney	50.00
5408	10/06	Garry Schroeder	10-1501-319-3	official	60.00
5409	10/06	Joe Stachowiczr	10-1501-319-3	official	60.00
5410	10/10	Caseys	10-1112-410-3	institute breakfast	23.98
5411	10/14	U. S. Postmaster	10-2410-341-1	postage	36.35
5412	10/14	Ed Derix	10-1501-319-3	official	60.00
5413	10/14	Jon Rousculp	10-1501-319-3	official	60.00
5414	10/15	U. S. Postmaster	10-2410-341-1	postage	7.40
5415	10/18	Jon Rousculp	10-1501-319-3	official	60.00
5416	10/18	Rick Michael	10-1501-319-3	official	60.00
5417	10/18	Al Yepson	10-1501-319-3	official	60.00
5418	10/21	Rick Michael	10-1501-319-3	official	60.00
5419	10/21	Pete Heiden	10-1501-319-3	official	60.00
5420	10/28	IJAS		science fair fee	75.00
5421	10/28	Royal Publishing	10-1501-640-3	ad state game	440.00
5422	10/28	Doreen Scott		reimburse registration fees	95.00
5423	10/30	Pete Heiden	10-1501-319-3	official	60.00
5424	10/30	Joe Burgoni	10-1501-319-3	official	60.00
5425	10/31	PrairieCat		Thompson registration fee	10.00
Adjustment for Checks		Deluxe	10-2410-410-3	checks	2.15

expenditures	1,429.88
Replenishment request	1,429.88

Carl Carlson, Principal

Sandra A. Troglio, Secretary

Putnam County Junior High School
 PCJH Cheerleading
 October, 2014
 Account #138-258

Beginning Balance	\$	2,560.98
Transfers In		<u>1,096.25</u>
Subtotal		3,657.23
Less Expenditures		<u>266.08</u>
Balance		3,391.15

<u>Check#</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
306	10/02	Samantha Casey	reimburse supplies	38.08
307	10/09	Samantha Casey	reimburse uniform	228.00

 Carl Carlson, Principal

 Sandra A. Troglia, Secretary

Putnam County Junior High School
 PCJH Girls Athletic Fund
 October, 2014
 Account #010-707

Beginning Balance	\$ 7,535.14
Transfers In	<u>1,413.00</u>
Subtotal	8,948.14
Less Expenditures	<u>1,080.00</u>
Balance	7,868.14

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
633	10/09	Cosgrove	supplies	150.00
634	10/28	Curt Smith Sportin	shoes	930.00

 Carl Carlson, Principal

 Sandra A. Troglio, Secretary

Putnam County Junior High School
Puma Crew
October, 2014
Account #010-561

Beginning Balance	\$ 730.31
Transfers In	<u>439.00</u>
Subtotal	1,169.31
Less Expenditures	<u>659.58</u>
Balance	\$509.73

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
723	10/6	Cosgroves	Concession Food	\$459.65
724	10/7	Cortny Hannon	Concession Beverages (Wal-Mart)	21.11
725	10/8	Positive Promotions	Student Council	100.00
726	10/28	Cortny Hannon	Concession Beverages	48.94
727	10/29	Wal-Mart	Concession Water	29.88

Carl Carlson, Principal

Cortny Hannon, Advisor

Putnam County Junior High School
 PCJH Staff Soda
 October, 2014
 Account #010-650

Beginning Balance	\$ 3,221.69
Transfers In	<u>2,926.78</u>
Subtotal	6,148.47
Less Expenditures	<u>1,243.73</u>
Balance	4,904.74

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
1315	10/09	Water Pros	water	\$ 20.31
1316	10/09	Pepsi	soda	805.66
1317	10/22	PC Foods	incentive trip	60.49
1318	10/23	Jimmy Johns	Parent conferences	107.50
1319	10/29	Water Store	water	17.77
1320	10/30	Michelle Carboni	Basket	32.00
1321	10/30	Jenn Dudek	Basket	30.00
1322	10/30	Jennifer Ibarra	Basket	20.00
1323	10/30	Elly Glenn	Farnsworth	75.00
1324	10/30	Oivia Lawley	Farnsworth	50.00
1325	10/30	Cam Colby	Farnsworth	25.00

Carl Carlson, Principal

Sandra A. Troglio, Secretary

Putnam County Junior High School
 Student Council
 October, 2014
 Account #138-096

Beginning Balance	\$ 304.10
Transfers In	<u>00.00</u>
Subtotal	\$ 304.10
Less Expenditures	<u>250.99</u>
Balance	\$ 53.11

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
944	10-7	Positive Promotions	Red Ribbon Week	\$236.25
945	10-29	Amy Carboni	(reimburse for RRW candy)	\$14.74

Carl Carlson, Principal

Amy Carboni, Sponsor

Putnam County Junior High School
 PCJH Activity Fund
 October, 2014

<u>Account name & #</u>	<u>Beginning Bal</u>	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Ending Bal.</u>
PCJH Cheerleading 138-258	\$ 2,560.98	1,096.25	266.08	\$3,391.15
PCJH Girls Athletic 010-707	7,535.14	1,413.00	1,080.00	7,868.14
PCJH Puma Crew 010-561	730.31	439.00	659.58	509.73
Staff Soda 010-650	3,221.69	2,926.78	1,243.73	4,904.74
PCJH Student Council 138-096	304.10	00.00	250.99	53.11

 Carl Carlson, Principal

 Sandra A. Troglio, Secretary

IMPREST REPORT
PUTNAM COUNTY HIGH SCHOOL

October 2014

Bob Peterson, Principal

Balance September 30, 2014	\$1575.50
Replenishment Requested	\$3549.50
Maximum Balance	\$5000.00
October Expenditures	\$1707.25
Balance as of October 31, 2014	\$3292.75
Replenishment Requested	\$1707.25

Expense Breakdown

Morrison High School	10-1501-640-2	Golf Regional	\$215.00
Windsor High School	10-1501-640-2	Baseball Invite	\$150.00
Keith Dickenson	10-1501-319-2	Baseball Umpire	\$ 50.00
Ed Derix	10-1501-319-2	Baseball Umpire	\$ 50.00
Peoria High School	10-1501-640-2	Cross Country Invite	\$180.00
ILMEA	10-1115-640-1	Music Dues	\$ 60.00
Becky Johnson	10-1611100-1	Lunch Reimbursement	\$ 50.00
Ed Derix	10-1501-319-2	Baseball Umpire	\$ 50.00
Todd Ryan	10-1501-319-2	Baseball Umpire	\$ 50.00
Seneca High School	10-1501-640-2	Golf Sectional	\$ 62.00
Amboy High School	10-1501-640-2	Cross Country	\$125.00
Ray Casford	10-1501-320-2	Baseball Book	\$ 60.00
Nettle Creek Golf Course	10-1501-640-2	Boys Sectional Practice	\$ 30.00
Lake Carroll Golf Course	10-1501-640-2	Girls Sectional Practice	\$ 30.00
Lanard High School	10-1501-640-2	Girls Sectional Golf	\$ 50.00
Shawn Kemp	10-161100-1	Lunch Reimbursement	\$ 77.65
Deb Lane	10-1501-319-2	Volleyball Official	\$ 65.00
Kim Martin	10-1501-319-2	Volleyball Official	\$ 65.00
Shawn Lewis	10-1501-319-2	Volleyball Official	\$ 65.00
Dennis Werner	10-1501-319-2	Volleyball Official	\$ 65.00
Morton High School	?	Drivers Ed Workshop	\$ 65.00

Prairie Cat	?	Media Assembly	\$ 13.00
USPO	10-2410-341-1	Postage	\$202.70
USPO	10-2410-341-1	Sectional Tickets	<u>\$ 11.90</u>

Total	\$1832.25
Credit from voided check	\$ 125.00
	\$1707.25

Putnam County Comm. Unit School Dist. #535
Treasurers Report October 31, 2014

PAGE 1 OF 2	EDUCATION	O/M	TRANSPORT	IMRF	C/P	W/C	TORT	L/S	TOTALS
Cash/Invest. Begin Month	\$6,365,158.72	\$1,980,493.91	\$446,230.48	\$402,743.44	\$0.00	\$2,123,916.40	\$148,191.46	\$434,239.32	\$11,900,973.73
Receipts	\$322,525.86	\$442.00	\$37,297.02	\$174,321.01	\$0.00	\$909.99	\$50,042.76	\$163.33	\$585,701.97
Disbursements	\$629,315.34	\$73,885.10	\$147,801.89	\$26,031.62	\$0.00	\$0.00	\$15,658.82	\$0.00	\$892,692.77
Cash/Invest. End Month	\$6,058,369.24	\$1,907,050.81	\$335,725.61	\$551,032.83	\$0.00	\$2,124,826.39	\$182,575.40	\$434,402.65	\$11,593,982.93
CASH IN BANKS									
Granville National Bank	\$164,443.48	\$69,191.21	\$1,843.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$235,477.97
First State Bank	\$7,979.17	\$80,409.96	(\$5,395.72)	\$100,059.71	\$0.00	(\$17,097.86)	\$12,384.25	(\$119,648.63)	\$58,690.88
North Central Bank		\$46,371.40							\$46,371.40
Total Cash in Banks	\$172,422.65	\$195,972.57	(\$3,552.44)	\$100,059.71	\$0.00	(\$17,097.86)	\$12,384.25	(\$119,648.63)	\$340,540.25
MONEY MARKET ACCTS.									
Granville National Bank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rate 0.00%									
First State Bank	\$1,628,021.23	\$290,861.94	\$198,123.24	\$213,971.18	\$0.00	\$136,332.16	\$115,848.74	\$412,313.10	\$2,995,471.59
Rate 0.30%									
North Central Bank	\$3,996,718.69	\$1,416,612.66	\$141,154.81	\$237,001.94	\$0.00	\$747,216.64	\$54,342.41	\$141,738.17	\$6,734,785.32
Rate 0.30%									
Eureka Savings	\$252,303.31								\$252,303.31
Rate 0.45%									
Peru Federal Savings	\$0.00								\$0.00
Rate 0.00%									
USBank	\$1,968.80								\$1,968.80
Total Money Market Accts.	\$5,879,012.03	\$1,707,474.60	\$339,278.05	\$450,973.12	\$0.00	\$883,548.80	\$170,191.15	\$554,051.27	\$9,984,529.02

Putnam County Comm. Unit School Dist. #535
Treasurers Report October 31, 2014

PAGE 2 OF 2	EDUCATION	O/M	TRANSPORT	IMRF	C/P	W/C	TORT	L/S	TOTALS
C/D INVESTMENTS									
Granville National Bank									
									\$0.00
									\$0.00
									\$0.00
									\$0.00
									\$0.00
First State Bank									
30451 11/17/14 0.70%						\$208,195.15			\$208,195.15
32994 05/13/15 0.75%						\$715,774.73			\$715,774.73
									\$0.00
									\$0.00
									\$0.00
North Central Bank									
40413 03/05/15 0.40%						\$334,405.58			\$334,405.58
∞									\$0.00
∞									\$0.00
									\$0.00
									\$0.00
Auditor Adjustments									
Tree Fund		\$3,603.64							\$3,603.64
Assets	\$12,800.00								\$12,800.00
Adjustments	\$68.38					(\$0.01)		\$0.01	\$68.38
Liabilities	(\$5,933.82)								(\$5,933.82)
TOTAL CASH & INVESTMEN	\$6,058,369.24	\$1,907,050.81	\$335,725.61	\$551,032.83	\$0.00	\$2,124,826.39	\$182,575.40	\$434,402.65	\$11,593,982.93

CERTIFIED CORRECT

Alvin F. Rolando

10/31/14



Putnam County Elementary School

Putnam County Elementary School Principal's Board Report November 17, 2014

Student Achievement

- High Honor Roll-21/5141%
- Honor Roll-5/51-10%
- This is a testament to the hard work and dedication to their academics of the students, their teachers, and parents. The High Honor Roll has a large percentage and I have challenged the students to work hard and maintain that high percentage.

Student Activities

- Quarters For Polio
 - One of our 5th Graders- Lilly Sandberg created a service project to help raise money to help Rotary eradicate Polio worldwide. Lilly spoke to the entire school about Polio, about the contest to raise money , and created jars to hold the money raised. As a school we raised **\$874.15** in a week! What a great show of Character by our students and especially Lilly for creating a project for serving others!
- We have 17 5th Grade Boys playing 5th Grade basketball.
- We continued our swim unit in PE class in which each grade level goes to the Hennepin Pool for 2 PE periods to learn water safety and swim techniques.

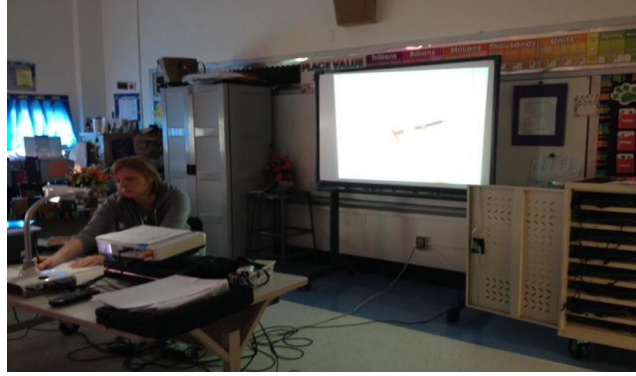
- The Hennepin Fire Department conducted their annual escape route contest for a ride to school in the fire truck. They are currently judging the posters- winners will be announced next month.
- On Veteran's Day PCES celebrated and honored Veterans with a ceremony that morning- the Character pillars of Caring, Citizenship, and Respect were discussed, the Pledge was said as an entire school, the meaning of freedom, serving your country, and sacrifice were discussed. Mrs. Frund invited 2 veterans to come and speak to the class and answer questions.

Parent Teacher Conferences

- On October 23rd-24th our Parent Teacher Conferences and our attendance was very good:
 - 3rd Grade=55/57
 - 4th Grade=63/65
 - 5th Grade=50/51
 - The numbers reflect the number of students who had a parent attend a conference or had a phone conference. The goal of Parent Teacher Conferences is to have contact between the parents and teachers for the education of the child. That goal is being achieved and we always work hard to ensure that does happen.

Technology

- Our 3rd,4th, & 5th Grade and Special Ed. are all continually using their SmartBoards every day to help improve student achievement and integrate technology into the curriculum.
 - Here is an example of a unit using technology in the classroom. Josie Hall's 5th Grade Science class. Her students are studying Space and did a research project on the Moon and the Lunar Cycles. Here is a hands-on project she had them do to help reinforce the Lunar Cycles using technology- SmartBoard, Elmo, and laptop, and hands on activities- drawing the Lunar Cycles and creating them with Oreo Cookies- this is a great way to learn- using technology and hands on activities!

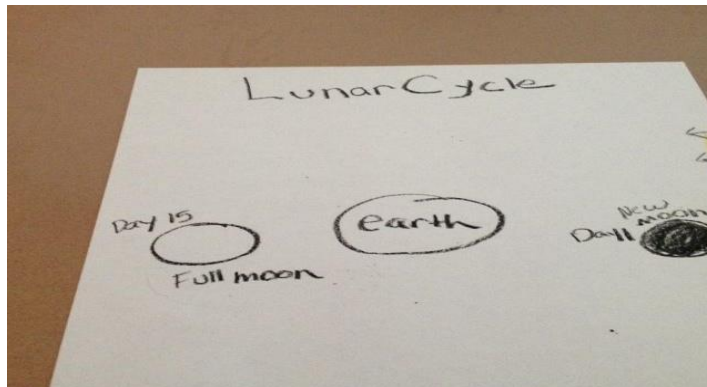


○



○

○ The Lunar Cycles!



○

- 4th Grade still continue to use their iPads.
- Our 5th Grade teachers and students are continuing to pilot Chromebooks in the classroom. They are using the the chromebooks a minimum of 4 hours everyday. They are using them to research, create projects, write essays, take assessments, and publish their works, Here are a few examples of their work- this is an example of a Science brochure they created about weather, climate, and geography- enjoy!

- <http://www.powtoon.com/show/cOgWZ1KrkiF/blank2>
- <http://www.powtoon.com/show/eRbWrvpSNxV/blank5>
- <http://www.powtoon.com/show/ebZMp8agLrx/blank3>
- <http://www.powtoon.com/show/ghFWYDMmKOa/tropical-travels-inc>

Professional Development

- At our 2:05 dismissals this month we examined our Rti process and made sure we have identified the rights students using MAP data and focused on their interventions.
 - Our 4 teachers who went to the Illinois Reading Conference also shared their new knowledge and information with our staff.
- The 2nd one was spent as a district focusing on Spec. Ed. trainings.
- I sent 2 teachers to a nationally known trainer on Differentiated Instruction. They will share their knowledge in December.

Evaluations

- I have completed my first round of evaluations of the non-tenured teachers and am now in the process of evaluating the tenured teachers on this years cycle. I also complete daily walkthroughs of almost every classroom every day. In a week I usually walk through each classroom multiple times. I focus the observations/walkthroughs/evaluations on the dialogue between myself and the teachers to help improve their teaching to achieve the goal of student achievement.

Assessment Update

- We are planning on assessing our students this Winter in January for our with MAP. The results will be used to compare with our Fall data to look at student growth and areas we need to improve.

Putnam County High School
November 17, 2014
Principal Report

Grades

Here are the results of our first quarter grades. The senior class continues to do well. I was pleased to see the number of A's our freshman received.

Freshman	A 201	B 115	C 130	D 71	F 40
Sophomore	A 142	B 152	C 96	D 41	F 22
Juniors	A 153	B 114	C 111	D 60	F 51
Seniors	A 188	B 109	C 77	D 37	F 24

P/T Conferences

October 23 and 24 were parent teacher conference days. Generally the high school has a low number but the teachers commented that they saw people they needed to see and will make contact either by phone or teacherease for the others.

Theater

Friday and Saturday November 14 and 15 will be the days of the fall play. This year Miss Hulstrom chose "Steel Magnolias". The play starts at 7:30 so come out and let us entertain you.

Athletics

Our volleyball team finished the season in dramatic fashion. They played the regional at St. Bede and we played St. Bede in the regional championship game. We beat St. Bede in two games. Putnam County had not won a volleyball regional championship since the year 2000. We then played Farmington at the Orion sectional. We won that match but lost to Fieldcrest in the sectional Finals. Congratulations to Coach Kreiser and the girls!!!

Congratulations to Coach McConnell and the boys' cross/country team for advancing out of the regional at St. Bede and running at the Oregon Sectional. The Boys' cross/country teams had not advanced to the sectional tournament since 2008.

The number of student athletes in each sport:

Boys Basketball	35
Girls Basketball	15
Wrestling	10
Panteras	12
Cheerleading	<u>14</u>
	86

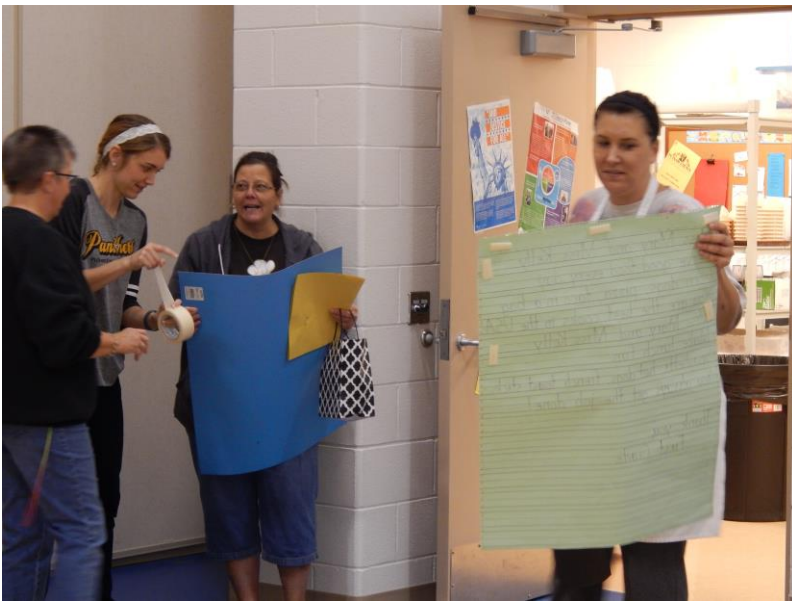
NOVEMBER Principal's Report From the Desk of Mrs. Cross

PCPS Enrollment Numbers: Currently, our enrollment numbers at PCPS are:

Pre-K	76
Kindergarten	47
1 st Grade	53
2 nd Grade	<u>63</u>
Total Enrollment:	239

RtI Update: On Nov. 5th we had our second RtI Data Team meeting of the year at PCPS. During this meeting we structured the staff to work on curriculum maps at the back of the Media Center, while the RtI Leadership met with individual teachers on individual students (Connie Hartman, Betsy Kuehn, Ronda Vacca, Janet Schennum, Gene Randolph and myself). Our next Universal Benchmarking tentative dates are: December 10th and 11th.

Food Service Day: We celebrated that great work that Miss Mary and Miss Kelly do for us on Food Service Personnel Day last month. They were showered with cards/posters and new “fancy” aprons...that they claim are too “pretty to mess up”! However, they have been wearing them and they look fantastic! 😊



Parent/Teacher Conferences: Parent/Teacher Conferences were well attended this year. We did not have 100%, but that is not for the lack of trying on the teachers’ part. Parents were contacted at least three times for a conference before contacting me to make the final determination on their next step. At PCPS we had 93%.

High School/PCPS Government Lessons: Through the coordination of the 2nd grade team and Mr. Cory Meyer students got their Social Studies/History lessons in a little bit of a different way. First off, students from the high school came over and taught the students about our democracy and taught them how to register to vote. Then our students went over to the High School on Election Day and the high school students prepared a mock election for the students. In addition, 2nd grade students have been learning about the different types of communities that make up our population (rural, urban and suburban). This has spurred a lot of interest from the students about where things come from like water, etc. So, the team planned a 2nd grade

walking field trip to City Hall. There they learned about what running our local government looks like. They met with Chief of Police, the Mayor and the Village Treasurer. It was a great use of our local resources.

Title I & Title IIA Grant: I am sorry to report that the Title grant is still not approved. We have been going back and forth on the grant since August. My latest correction was made and resubmitted on 11-3-14. I also called a left a message last night checking on the status. I hope to have this wrapped up by the end of the week.

IPA Conference: I attended one day of the IPA’s Principal Conference this year. I participated in several sessions, but enjoyed the “Educating Students with Disabilities: A Legal Update on Special Education and Section 504” the most. We discussed the top 10 cases of the year that affect special education procedures and policies. I brought back the information and shared it with the special education staff and Mrs. Schennum.

Veteran’s Day: We had a fantastic Veteran’s Day! We had the honor of having the Magnolia Legion’s Color Guard post the flags and Mr. Dave Thompson as the keynote speaker. The students and teachers prepared beautiful cards thanking each of the veteran’s for their service to our country. Mrs. Eckwall and the students prepared a song, “I Love America” and performed it flawlessly. We also had artifacts from Charlie Downey that the students were able to view up close on their way out. I was able to talk to students about their favorite things about the program and they all agreed that it was fun to have the veteran guests and see the artifacts. (Our pictured veteran friends were: Gene, Don, Don, Cal and Dave)



We will also have a special surprise awaiting you in the Media Center for the board meeting Monday night. I’d like to thank Ms. Trovero, Ms. Radtke, the students (and Mr. Anderson for helping to hang it) for their fantastic creativity and artwork. I hope you enjoy it as much as we do!

Putnam County Junior High School

School Board Report

November 13, 2014

Winter Benchmarking Information – MAP Testing

We are planning to have our winter benchmarking for the MAP testing process to take place the week of January 12, 2015. This will be an important time as it will provide us with our second data point for all students. This also establishes a trend line in the beginning stages of monitoring student growth. The results will help us identify additional student needs as we move forward in our response to intervention process.

Chrome Book Initiative Update

The Chrome Book initiative has continued to improve since the beginning of the school year. Early in the year we had some issues with connectivity to the wireless signal. Our technical support group (Newsome and Karloski) worked diligently for several days and the situation has been resolved. To date, our connectivity has been very reliable on a daily basis. The teachers and students have been using the Chromebooks in class each day. The students have been using Google Classroom and the new online Language Arts curriculum that was purchased this year. I have enjoyed observing the use of technology in all the 7th and 8th classrooms. Overall, things are much better and the process has become a daily routine. I even spoke with a high school principal from Mulberry Grove on Thursday for over a half hour. The principal is considering the 1:1 initiative and heard about our district taking it on in the first year and made contact with me. The principal was very impressed to hear about the progress our district had made in such a short time.

Athletic Updates

The boys' 5th and 6th grade basketball teams are beginning their season. The 7th and 8th grade girls' basketball season is winding down with both teams participating in the LTC conference tournament this week. The 7th grade girls play IESA regionals on Saturday, Nov. 22nd and the 8th grade girls play IESA starting on December 1st. Good luck to both teams as they enter tournament play. .

The 7th and 8th grade boys' basketball season is underway with both teams sitting at 2-2 records and getting ready to start conference play next week. Monday, October 20th. The 5th and 6th grade boys' basketball teams had their first two games this week.

Veterans' Day Assembly

We conducted our annual Veterans' Day Assembly on Tuesday, November 11th. We had eight veterans in attendance. The program went very well. We had the band perform the national anthem, we recited the Pledge of Allegiance, the band performed two other songs, and I gave a message thanking the veterans for their service and dedication. Mr. McCracken was recruited at the last minute to conduct an audience participation activity that really showed just how many students' families are tied to military service. This is a great event that we look to continue for years to come.

Parent-Teacher Conferences

We recently conducted our Parent-Teacher Conferences. Overall, we had a pretty decent turnout. Our newly hired staff members received the most visitors. The consensus was that people were interested in meeting the new teachers and being able to put a face with the name. We continue to struggle to get the percentage of parents we would like to see. We also have a very hard time getting the parents of students that are struggling to attend. Our staff is working on trying to invite and schedule individual conferences with parents of students demonstrating need. We do not want to wait until it is too late to help students be successful in school.

Staff Evaluations

I am very busy conducting staff evaluations. I have had a very busy past few weeks conducting the initial first observations of non-tenured staff. I have also begun the observation process for the tenured staff as well. This is a busy and rewarding process. I have had the opportunity to have some very meaningful and productive discussions with staff during the process. Overall, the staff is doing very well. Everyone is working very hard and the level of communication has really improved over the course of the year.

Transportation Update

November 12, 2014

Prior to our regular monthly PC Admin Meeting today, our team met with Irene Parola from Johannes Bus Service. As you know, we meet monthly to address any transportation concerns. Minor issues are addressed as they arise, but the monthly meetings are designed to achieve improved communication between Johannes and our district. During today's meeting, there were some minor issues regarding Special Education transportation needs, but most of the principals had virtually no problems to report. What a change! Irene joined us for a lunch that we provided, and she shared delicious desserts. What a difference a year can make, and the determined efforts from both sides have created a solid working relationship.

One issue that we had discovered during this past month involved the viewing of the SD cards. An incident had been reported, and when the SD card was pulled for review, there was a problem regarding the viewing and saving of the needed video. Johannes Bus Service has provided temporary SD cards to be placed on the buses when the permanent ones are pulled for viewing. Data on the SD card cycles through approximately every 30 days, but with the use of the current system, we should be able to save the data on a district computer when necessary.

State Funding Update

November 12, 2014

Lunch \$341.40

Voc. Ag. 2501.00

Early Childhood 36784.00

Special Education 97365.88

Transportation 99499.49

Total Owed by State \$236491.77



RETIREMENT *IN* SIGHT

Presented by Christian Cyr

MONTHLY NEWS AND INFORMATION FOR CURRENT AND FUTURE RETIREES

OCTOBER 2014

"We are what we repeatedly do. Excellence then, is not an act, but a habit."

- Aristotle

GOLF TIP

How can you stop hitting it fat? Often this occurs because you are dropping your right shoulder (or your left, if you are a lefty) on the downswing. That can happen if you move your hips toward the target as the downswing starts. To help correct this hitch, focus on starting your downswing with your arms, or alternately on keeping your forward shoulder down.

BRAIN TEASER

Weight-Weight, Don't Tell Me! Frank weighs half as much as John. Hubert weighs three times as much as Frank. Their combined weight is 720 pounds. How much does each man weigh?*

DID YOU KNOW?

A truly lofty achievement Redwoods (found only in northern California and southern Oregon) are the tallest trees on earth. At

STRATEGIC WITHDRAWALS MAY HELP YOU SUSTAIN YOUR SAVINGS

Deliberate, orderly withdrawals from retirement accounts may be a key to stretching out your retirement dollars. You likely have retirement savings in both taxable and tax-advantaged accounts. Given this, there are some prudent steps that might make income planning easier as retirement begins.

Figure your income needs and weigh them against your latest retirement account statements. If you are 70+, will RMDs from workplace retirement plans and traditional IRAs provide enough? If you aren't yet in your seventies, can you live on cash and income from CDs and money market funds for 6-24 months to start? (That will give your tax-deferred accounts more time to grow and compound.) If the answer to these questions is "no", it may be wise to sell taxable assets – those with a higher cost basis first, then ones with a lower cost basis. Ideally, you tap your tax-advantaged accounts last (drawing down Roth accounts last of all).

Finally, all retirement income withdrawal strategies are influenced by three factors: your age, your tax bracket, and whether transferring highly appreciated assets to your heirs will be the best choice from a tax standpoint.¹

LOOKING FOR A PART D PLAN?

If you are shopping for a plan that can give you access to Medicare's prescription drug benefits this fall, you have 1,001 choices before you. Literally. So says the Kaiser Family Foundation's Medicare Prescription Drug Benefit Fact Sheet, a 4-page guide providing an overview of Part D options. Medicare recipients in all 50 states will have at least 24

present, there are 50 redwoods taller than 360' high. The tallest pine tree ever measured was 268' high, the tallest tanoak 162' high.⁴

stand-alone drug plans to choose from this quarter.

KFF research shows that 55% of Part D plans will offer enhanced benefits in 2015. It finds that 58% of plans will come with a deductible; 44% of those will charge the full allowed amount of said deductible (\$320).

A little shopping around during the 2014 enrollment period (Oct. 15 –Dec. 7) may lead to some savings on prescription drug costs in 2015. If you have a Part D plan and you are content with it, you aren't alone. The KFF says that 70% of participants in Part D plans from 2006-10 elected to stick with their current plan.²

ON THE BRIGHT SIDE

Here's hoping history repeats: 2015 represents the third year of a presidential term, and according to the *Stock Trader's Almanac*, U.S. stocks have risen an average of 12% in such calendar years during the past century.³

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* TRIVIA ANSWER: Stumped? Contact me for the answer! (815) 925-7501

CITATIONS.

- 1 - news.morningstar.com/articlenet/article.aspx?id=667726 [10/8/14]
- 2 - blogs.marketwatch.com/encore/2014/09/22/how-to-pick-the-right-medicare-drug-plan/ [9/10/14]
- 3 - money.usnews.com/money/blogs/on-retirement/2014/09/09/the-weather-of-the-stock-market [9/9/14]
- 4 - hilltromper.com/article/ten-amazing-facts-about-redwoods [10/8/14]

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Economic Update

October 24, 2014

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Economic Update

Summary of Recent Economic Data

Despite steady U.S. growth, the markets have been really choppy recently. Although the U.S. economy continues to expand, fears of a slowdown in global growth rattled the stock markets over the past two weeks. Economic reports have pointed to sustained improvements in the U.S. labor market and a rebound in industrial production and new residential constructions as well. On the other hand, retail sales and business inventory levels were weaker than expected.

The Federal Reserve's Beige Book, a summary of economic conditions in each of the Fed's twelve regional districts, showed economic expansion and stated that the U.S. economy grew at a "modest to moderate" pace mid-August through September. Growth was moderate in the West and Midwest districts, but more modest in the Northeast and in the South. Consumer spending was "slight to moderate," but most districts were optimistic about their growth prospects because they expected a pickup in retail sales in the near coming months. In general, non-financial services strengthened and manufacturing activity rose, but residential construction and real estate were a mixed bag. Labor market improvements continued at the same pace as in the previous Beige Book report and several districts noted that contacts were generally optimistic about future activity.

Industrial production, a measure of the output from manufacturing, utilities, and mines, rose and jumped up by an outsized 1.0% in September, topping consensus expectations by economists. This was the largest gain in the index since November of 2012 and comes after a decline of 0.2% in August. The rise in production exceeded expectations and was mainly driven by utilities (spiking up a monthly +3.9%), reflecting the unseasonably high demand for air conditioning as temperatures swung from below normal in the month of August to above normal in September. Mining, which includes oil drilling, was up by 1.8% and was also a big mover that factored in the increased results. Manufacturing was a bit weaker (+0.5%) primarily because of a decline in automobile and auto-parts production. Factory output excluding automobiles increased by 0.6%. As a whole, industrial production increased 4.3% year-over-year. It appears that manufacturing has regained some steam for the U.S. economy as the third quarter of 2014 still appears likely to post moderately healthy growth.

Inflation at the producer level has basically disappeared and even turned negative in September. The Producer Price Index ("PPI"), a measure of wholesale prices and a leading indicator of consumer inflation, decelerated and slipped by 0.1% in September following no change in the month before. Economists had predicted a 0.1% increase in wholesale prices. The price of goods and services dropped largely during the month because of declining food and energy prices. Slower growth in China and Europe and lower commodity prices also contributed to the decrease. Core PPI, which excludes volatile energy and food prices, remained flat for the month as inflation on a whole remains at historically low levels. Compared with levels seen one year ago, producer prices climbed up 1.6%. Overall, inflation figures have been very soft lately.

Consumer price inflation for the month of September also came in soft although the headline figure was marginally above economists' forecasts. Overall, the Consumer Price Index ("CPI") rose by 0.1% in September after falling by 0.2% in August. Market expectations were for no change in the CPI index. Excluding energy and food, core CPI also nudged upward by 0.1% following no change in August. On a seasonally adjusted basis, headline CPI was only up by 1.7% on a year-ago basis, matching the level seen in August. Core CPI was also up by 1.7% on a year-ago basis, equaling the August pace. Presently, inflation is soft and not leading the Federal Reserve to hurry its first increase in the Fed Funds target rate next year.

Recent retail sales figures disappointed investors as sales in the month of September fell by 0.3% month-over-month compared to expectations of a 0.1% drop. This comes after a 0.6% gain in August as September's decline was the first decrease since January when severe winter weather kept shoppers away. Excluding autos, September retails sales slipped by 0.2% after gaining 0.3% in the previous month. Excluding both autos and gasoline, sales dipped by 0.1%, following a jump of 0.5% in the month prior. Sales were weak across most segments including clothing, building supply, and furniture stores. Electronics and appliance stores were the exception, posting a gain of 3.4% for the month. Economists were surprised by the overall weakness, but still maintained a positive outlook for future sales given the expectation of rising home prices and recent improvements in the labor market and consumer confidence. Despite the unexpected drop in sales, overall growth in retail sales is still trending upward because of fundamentals such as increasing consumer confidence and increasing housing market activity. In addition, improving employment conditions and easier access to credit could also be potential drivers of retail sales going forward.

Housing starts and building permits numbers were recently released for September and were generally in line with expectations with prior period releases being revised slightly upward. U.S. housing starts surged by 6.3% in September as the economy saw a resurgence in new-home construction for the month (housing starts dropped by 12.8% in August). Housing starts increased to an annual pace of 1.017 million units in September and this pace was up by 17.8% on a year-ago basis. Multi-family home starts such as condos and townhomes led the way with a 16.7% gain after plunging by 28.7% in August. Single-family home starts also recovered, increasing by 1.1% from a 2.0% decrease one month earlier. Building permits grew in the month of September as well, but at a much more moderate pace of 1.5% during the month, following a 5.1% drop in August. Permits posted at an annualized rate of 1.018 million units in September as they were up by 2.5% on a year-ago basis. Overall, the housing market has made somewhat of a comeback from a weak August and remains on a low trajectory.

U.S. existing home sales in September rose to their highest level this year at an annualized rate of 5.17 million units. This solid rise of 2.4% was higher than expected; however, year-over-year, existing home sales remain flat at -1.7%. Condominium sales were the strongest for the month of September, up by 5.2% to an annualized 610,000 unit rate. Sales of single-family homes also rose in September at a solid pace of 2.0% to a 4.56 million unit annualized rate. Year-over-year, condominium sales show no change while single-family home sales are at -1.9%. Home prices have been falling nationwide, which is a positive for sales, as prices are down by 4.0% on the month to a median of \$209,700. Year-over-year, the median price is up by 5.6%. Regional sales data showed the West had a 7.1% gain in September while the South, the largest region, had a 5.0% gain. The smallest region, the Northeast, showed a 1.5% increase while the Midwest was the only region in the negative column during the month at -5.6%. Overall, this report offers a hint of good news for the housing market, especially given the decline in mortgage rates this month and the steady improvement underway in employment.

New home sales came in at an annual rate of 467,000 homes in September, topping August's great surge. The September figure is the best of the economic recovery going back to July of 2008. Price concessions may have been a factor behind the September gain as the median price of a new home plunged a monthly 9.7% to \$259,000. At -4.0%, the year-over-year price rate was also in the negative column for the month for only the second time in the past two years. Supply was stable in September with 207,000 new homes on the market versus 204,000 in August while supply relative to sales is unchanged at 5.3 months. The Midwest saw the largest monthly gain in sales of new homes in September at 12.3% while the South, which is the biggest region, saw a 2.0% gain in the month. Overall, new home sales are moving in the right direction, aided with the help of low mortgage rates and an improving labor market.

The index of leading economic indicators ("LEI") increased by 0.8% in September following an August reading in which the index was unchanged. Low interest rates were the biggest factor contributing to the strength in the LEI, as the gains were very broad-based with only one of the ten components (consumer expectations) in the negative column for the month of September. The improvement in the labor market was also a very strong positive for the month as was the month's strength in manufacturing. Early indications on October's reading are mixed with interest rates moving even lower and the consumer comfort and consumer sentiment indexes both showing signs of strength. Early readings for manufacturing and unemployment claims are on the flat side though, which have some investors questioning future economic activity.

Business inventories edged up and rose by 0.2% in August, slightly below analysts' expectations. Wholesale and manufacturing businesses reported a gain in inventory levels, while retailers experienced a contraction. Business sales, overall, declined 0.4% during the month. The inventory-to-sales ratio, which measures how long it would take for inventories to clear shelves, remained constant at about 1.3 this year. The decrease in business sales can be attributed to slowing demand; however, economists expect brisker sales over the next couple of months as the holiday season approaches.

In other economic news, mortgage applications rose by 11.6% last week. Also, the most recent initial jobless claims release showed a better-than-expected number at 282,000. The four-week moving average fell to its lowest level since April of 2000. Additionally, continuing claims fell to their lowest level since December of 2000.

Fixed Income Market

Regarding the outlook for the Fed Funds target rate, some Fed officials have noted that the market's outlook is below FOMC forecasts as a result of the recent rally in the equity and fixed-income markets. The fixed income markets have become significantly more volatile due to a number of investor concerns. Safe haven assets such as U.S. Treasuries have rallied, with the yield on 10-year Treasuries – which began the year at just slightly above 3.00% – currently yielding 2.25%. It should be noted that the recent volatility in the market is unlikely to alter the Federal Reserve's policy course. The Fed still plans to wrap up its bond-buying campaign at the end of October and remains likely to raise short-term interest rates in mid-2015, although it now seems less likely to act sooner according to some analysts.

After months of stability and even complacency, market volatility returned with a vengeance to the financial markets this October. Investors were already feeling edgy about geopolitical risks in Ukraine and the Middle East, economic slowdowns in Europe and China, and a few soft data prints in the U.S. Throw in Ebola in the U.S. and the markets found it all too much to handle, triggering a quick “risk off” trade that sent stocks reeling and bond yields plummeting.

What had already been a concerted drop in interest rates off of three-year high yields from mid-September turned into a full-fledged flight-to-quality on October 15th as yields plunged. The 10-year U.S. Treasury, one of the most liquid and heavily traded financial instruments in the world, traded at 2.21% and then as low as 1.86% within the same day. This type of volatility in the ultimate “risk free” asset had not been seen since 2008. The 10-year U.S. Treasury fell below 2.00% for the first time since June of 2013, while the 30-year U.S. Treasury fell below 3.00% for the first time since May of 2013.

As the long end of the yield curve rallied strongly, the short-end remained essentially flat – the average overnight repurchase agreement has been around 0.08%, while three-month LIBOR has remained at 0.23%.

Equity markets had been declining for a few weeks already due to signs of slowing growth in Europe, but wiped out gains for the year as a full-fledged correction took hold. The Dow fell from a recent high of 17,350.64 to 15,855.12, while the S&P 500 fell from a recent high of 2,019.26 to 1,820.66. The markets have since rebounded as equities have recovered a measure of stability with the S&P 500 index recovering to around 1,960 currently. Bond yields are also up from the lows seen in the middle of last week.

Amidst the market volatility, a deluge of Fed speeches and comments tried to calm the markets. Dallas Fed President Richard Fisher noted that a market correction does not mean that the economy is in trouble, which helped to reverse the 3% intraday drop in the S&P 500 index. St. Louis Federal Reserve President James Bullard surprised the markets by saying that the Fed should consider a delay in ending asset purchases, essentially invoking the “data dependent” clause of the most recent FOMC statement; this challenged many market participants' views that the Fed will end its asset purchase program in October.

While some economic data in the U.S., such as retail sales, was weaker than expected and helped to further fuel the bond market rally, other recent data, such as industrial production, were above estimates. For example, weekly initial claims for unemployment compensation reached the lowest level since April of 2000.

The U.S. seems to be on a path of continued growth, emphasized by the stronger-than-expected economic releases on the housing market that have added a touch of optimism to a nervous market. Forward inflation expectations have continued to decline, with the break-even 10-year TIPS rate now suggesting that core inflation will average less than 1.4% over the next five years, far below the 2.0% consensus outlook of most Fed governors. Producer prices in September were softer than expected, with the month-over-month number declining by 0.1% and the year-over-year number reported at 1.6% compared to expectations of 1.8%. Commodity prices have also been weak and have moved lower as the price of crude oil (West Texas intermediate) fell below \$80 per barrel, its lowest price since July of 2009.

The short-term markets have generally been insulated from the volatility that has dominated the bond and equity markets in recent weeks. Rates on Treasuries and Federal Agencies maturing in less than one year have calmly remained near all-time lows as we approach the sixth anniversary of the FOMC's zero interest rate policy. In the current interest rate environment, the market continues to find no value in short-term Treasuries near zero. For those investors looking to place money in maturities under one year, Federal Agencies are favored, which offer a pickup of 5 – 8 basis points over Treasuries in most areas of the short-term yield curve.

Supply of the most liquid money market securities (U.S. Treasuries, Agency discount notes, and repurchase agreements) is expected to be extremely scarce over year-end as dealers shrink their balance sheets and typical investor demand spikes. It is recommended that short-term investors plan carefully for short-term liquidity needs around year-end. With this caveat in mind, 3-month FHLB discount notes at 0.06% – 0.07% offer value for placing investments over year end for one's very short-term needs. This area of the curve has cheapened by 3 basis points recently due to increased supply (FHLB auctioned \$17 billion in January 2015 discount notes this week) and elevated repo rates.

Short-term commercial paper and negotiable CD levels are mostly unchanged recently, and these markets continue to offer attractive relative value versus U.S. Treasuries, Federal Agencies, and repurchase agreements. Corporate notes maturing in less than one year have also cheapened in recent weeks as market volatility has led to wider spreads in the corporate market in general. For example, there have been select opportunities recently in both the industrial and financial sectors in the 6 – 12 month area, at levels in the 0.30% – 0.50% range. This represents a 5 – 10 basis point cheapening and offers significant value, although the short-term corporate note market is arguably less liquidity than the CP and CD markets.

Treasuries across the yield curve experienced sharp drops in yield, with the 2-year Treasury yield reaching 0.25% intraday, the 3-year 0.55%, and the 5-year briefly hitting 1.11%. The rally was so significant, the market effectively priced out the possibility of an FOMC rate hike in 2015 (see the following chart). From the peak of the S&P 500 index at 2,019.26 on September 19th to the trough of 1,820.66 on October 15th, U.S. equity markets experienced a -9.8% correction before bouncing sharply off the lows. As is typical with flight-to-quality rallies charged by fear, Treasuries rallied significantly, generating stellar returns so far this month and outdistancing all other fixed-income asset classes. Spread product (e.g., Agencies, corporates, etc.) did not

keep pace with the Treasury market, as spreads widened as Treasury yields fell. Yields have also bounced considerably off their lows, but remain well below their levels from September month-end. At this point, some investors feel that the market has gotten ahead of itself regarding the delay in the Fed Funds rate hike and believe that yields are more likely to rise as the timing of the first hike shifts back toward mid-2015. The FOMC meets again on October 29th, so any changes in their statement will be dissected very carefully by the market.

December 2015 Fed Funds Futures



Federal Agency spreads widened in the immediate aftermath of the rally on October 15th. The spread widening was not a result of underlying investor selling, but instead a result of dealers re-pricing inventories in an effort to lighten up on their positions. The majority of Federal Agency flow on October 15th and 16th was dealer-to-dealer. As the market eased back from the ledge, spreads have begun to narrow. The current yield spread versus comparable maturity U.S. Treasuries are +6 basis points for a 2-year Agency, +6 basis points for a 3-year Agency, +12 basis points for a 4-year Agency, and +12 basis points for a 5-year Agency. Individual issue specific spreads vary greatly from bond to bond. In maturities under 3 years, one can find value in spreads greater than +7 basis points. For 4 and 5-year maturities, one can find value in spreads greater than +10 basis points. In the current market environment, with yields at unattractive levels, it is recommended that fixed income investors look for opportunities to swap existing U.S. Treasury holdings into Federal Agency securities with similar maturities to capture the yield spread without increasing their portfolio's duration.

The sharp spike in volatility has also devalued existing callable securities relative to non-callable securities and should lead to a cheapening in the asset class for new purchases. The issuing agencies have been actively calling paper driven into the money by the drop in yields, so new issues refunding the debt should be equally robust in the coming days. Indications for new-

issue securities suggest 2-year callable Agencies will print with a coupon of 0.60%, 3-year Agencies with a coupon of 1.10%, and 5-year Agencies with a coupon of 1.85%. Adding callable exposure at this time is not advocated, despite the wider spread to bullets. New callable supply with low current coupons will suffer significant duration extensions if rates return to prior levels and threaten to unbalance the duration positioning of a portfolio. Current callable holdings in should be closely monitored for those public funds investors who have callable securities in their portfolios as the effective durations for these likely shortened in the rally and their portfolio risks getting whipsawed by duration extensions if the recent rise in rates continues. The following is a chart of the historical volatility for a 5-year non-call 1-year security that demonstrates the sea change that took place so far in October.



Opportunities for rates to rise may arise in the coming week from the aforementioned FOMC meeting on October 29th and the release of third quarter 2014 GDP on October 30th. If rates do indeed rise and begin approaching more attractive levels, portfolio managers could use that backup to top off any duration shortfalls in their portfolio back to the duration target. In the meantime, most investors are now seeking opportunities to add Federal Agency bullets to their portfolios via swaps out of comparable maturity U.S. Treasuries. Attractive spreads are +7 basis points in maturities under 3 years and +10 basis points in maturities 4 years or longer.

Corporate spreads widened in tandem with all other spread product during the Treasury rally. As the market has calmed, spreads have been coming back in as well. Earnings season seems to be progressing well for the majority of corporations, which has also helped spreads narrow further. If permitted, there may be opportunities for fixed income investors to add high quality issuers to their portfolios at attractive spreads. It is recommended that corporate securities are added on a swap against similar maturity U.S. Treasury or Federal Agency holdings. Microsoft

in February of 2016, IBM in February of 2017, and Apple in May of 2017 appear to be offered at fairly attractive levels.

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Economic Update

November 7, 2014

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Economic Update

Summary of Recent Economic Data

The Federal Reserve and American consumers have delivered an upbeat evaluation of the U.S. economy. Now in its sixth year of expansion, the U.S. economy is at one of its strongest points since before the financial credit crisis. The most recent GDP data revealed steady growth for the third quarter of 2014. Also, Federal Reserve policymakers noted the economy's progress at their latest meeting, and consumer confidence is at its highest level in seven years. However, it should be noted that recent economic news has not been all positive as durable-goods orders and personal spending both dipped in the month of September.

The Federal Reserve upgraded its assessment of the US. Economy and cited improvement in the labor market and broader economy in a statement released after its meeting on October 29th. As expected, the Fed announced the end of its bond-buying program and maintained its stance that short-term rates will remain near zero for a "considerable time." The FOMC also said that data suggested labor resource underutilization is "gradually diminishing." Previously, the Fed had described this underutilization as "significant." The Fed ended its asset purchase program as expected despite growing global deflationary pressures and declining oil prices, which could potentially lead to lower inflation in the very near term. Additionally, they did not specify the timing of raising rates as they continue to monitor broader labor market indicators, including high long-term unemployment and lack of accelerating wage growth. The Fed's statement also focused on inflation, which has weakened as energy prices have dropped. Still though, the Fed repeated its language from a month earlier that "the likelihood of inflation running persistently below its 2.0% target has diminished somewhat since early this year." If inflation rises, the Fed stated that a rate hike would arrive sooner.

The U.S. economy showed further growth in the third quarter of 2014 as it continues to expand. According to the advance estimate for third quarter GDP, which is the value of all goods and services when adjusted for inflation, the economy grew by 3.5%. The figure surpassed analysts' forecasts despite falling short of the second quarter's 4.6% rise. Consumer spending, exports, business investment, and government spending contributed to the growth while inventories detracted from growth. Compared with one year ago, GDP is up by 2.3%. The winter weather that had affected much of the country was largely responsible for a first quarter slowdown. Economists are now concerned about the slumping global economy and whether the subsequent strengthening of the U.S. dollar will negatively impact the country's future exports. Inflation, as measured by the price index for personal consumption, was up by 1.2% in the third quarter, compared with a 2.3% second quarter increase. Core inflation, which excludes energy and food prices, increased 1.4%, which is down from the 2.0% rise seen in the second quarter.

The U.S. employment situation in October was mixed. Payroll jobs advanced, but were below expectations as wages remained soft. However, the unemployment rate ticked down again. Non-farm payrolls advanced by 214,000 jobs in the month of October after gaining 256,000 jobs in September and 203,000 jobs in August (the median forecast for October was for a 240,000 boost in jobs). Private payrolls grew by 209,000 jobs after advancing by 244,000 jobs in September (analysts had projected a 235,000 job growth in private payrolls). Average hourly earnings edged up by 0.1% after experiencing no change in September while average weekly hours ticked up to 34.6 hours in October versus 34.5 hours in September (market forecast projections were for a 0.2% rise in hourly earnings and average weekly hours to stay at 34.6 hours). The unemployment rate dipped to 5.8% during the month of October from 5.9% in September while the underemployment rate fell from 11.8% to 11.5%. Essentially, the labor market is improving, but slowly and remains somewhat soft.

There was a surprising surge for consumer confidence in October as the consumer confidence index rose to a level of 94.5 in the month of October from 89.0 in September. This is the highest level for the index since 2007. In addition, it was the index's fifth increase in the past six months and handily surpassed analysts' expectations of a reading of 87.0. Also, September's figure was revised upward as well. Respondents to the survey displayed more optimism about business conditions and the labor market. The present situation component of the index inched ahead to a level of 93.7 from 93.0 while the expectations component rose to a reading of 95.0 in October from 86.4.

The ISM manufacturing index rose to a level of 59.0 in October, well exceeding the consensus estimate of a reading of 56.1. This is the highest level of the index since March of 2011. The ISM non-manufacturing index, on the other hand, slowed in October but still showed very solid growth for the month at a composite reading of 57.1 in October versus a level of 58.6 seen in September. Employment is up and prices are moderating, a mix that would otherwise be very positive if it were not for the slowing in new orders.

Durable goods orders fell again in September as orders for long-lasting products decreased by 1.3% during the month. This was the second consecutive monthly decline as September's number was below analysts' forecasts. Durable goods orders, which refer to products with an expected life span of at least three years, reflect the strength of the manufacturing sector and provide a gauge of capital spending. Orders declined by 0.2% excluding the volatile transportation sector and dropped by 1.5% when excluding defense. Also, orders for non-defense capital goods excluding aircrafts backtracked by 1.7% for the month of September. On the other hand, shipments of durable goods budged by 0.1% and inventories actually rose by 0.4% for the month.

Personal income barely budged in September and rose by 0.2%. Although this was the ninth consecutive monthly gain, it was this year's smallest and a bit below forecasts by analysts. Dividend income led the category while wage growth was slower for the month. Interest income and proprietors' income both decreased a bit as well. Personal spending slipped 0.2%, which was a disappointment to analysts in the market. A decline in vehicle sales may have spurred on this drop. The personal savings rate increased to 5.6% as income growth exceeded spending during the month of September.

Construction spending unexpectedly declined in September on public outlays and somewhat on the private non-residential component. Overall, construction spending decreased 0.4% in September after a 0.5% decline in August. Market expectations by economists were for a 0.6% boost for the month. It should be noted that private residential spending was actually a positive during the month. Nevertheless, on a year-over-year basis, total construction spending was up by only 2.9% in September compared to a 4.4% gain seen in August.

The trend for factory orders has not been much better than flat, and this trend did not improve in the month of September when orders fell by 0.6%. The dollar total for new factory orders in the month, at \$499.4 billion, is no better than in April when the index first broke over the \$500 billion barrier at \$500.3 billion.

Slower global growth may have worsened the U.S. trade deficit in the month of September. The U.S. trade gap increased in September to \$43.0 billion from \$40.0 billion in August. Economists had expected a deficit of only \$40.7 billion. Exports decreased by 1.5% in September following an increase of 0.3% in August. Imports were unchanged during the month of September following a 0.1% uptick in the prior month. Overall, slower global growth is nudging down growth in the U.S.; however, recently lower oil prices may most likely result in a favorable figure for the month of October.

Non-farm productivity growth for the third quarter of 2014 advanced an annualized 2.0%. This follows a 2.9% boost seen in the second quarter. Unit labor costs increased 0.3% in the third quarter after falling an annualized 0.5% in the second quarter. Output growth slowed while compensation growth held steady during the quarter at a pace of 2.3%. Year-over-year, productivity was up by 0.9% in the third quarter, down from the 1.3% growth seen in the second quarter of 2014. Year-ago unit labor costs are up by 2.4% compared to the 1.5% rise in the second quarter.

Employment costs continued to climb in the third quarter of 2014. The employment cost index, the broadest measure of the price of civilian labor, increased by 0.7% in the third quarter, surpassing analysts' expectations and matching the second quarter's rise. A 0.8% advance in growth and wages – which comprise about 70% of compensation costs – drove much of this gain. Retirement and health benefits, which were up by 0.6% also contributed to the outcome of the employment cost index. Total compensation increased by 2.2% for the third quarter, which was the fastest pace since 2008.

Inventories of crude oil rose by 2.1 million barrels in the October 24th week for the fourth weekly build in a row. This build, however, is the lowest of the run and was held down by a big drop in oil imports during the week. Refineries operated at only 86.6% of capacity in the latest week as compared to the general 90.0%. Lower output made for draws in gasoline inventories, down 1.2 million barrels, and a big draw for distillate inventories, down 5.3 million. Overall, the price of West Texas Intermediate oil is down to under \$82 per barrel now.

Overseas, the European Commission slashed Euro-zone forecasts, predicting the currency bloc would only grow by 1.1% next year, down from a 1.7% forecast just six months ago when it gave its previous economic outlook. The revisions were particularly big in the two largest Euro-zone economies, Germany and France, for which the European Commission cut its projections by nearly a full percentage point for 2015. The gross domestic product forecast for Germany, the common currency's economic engine, was cut from 2.0% in May to 1.1% while France went from 1.5% to 0.7%.

Also outside of the U.S., the Bank of Japan surprised the markets with a significant increase in its bond buying program to 80 trillion yen per year, up from 60 trillion. This move is seen as providing further stimulus to the Japanese economy which seems to have decelerated since the consumption tax was increased from 5% to 8% in April. The Brazilian central bank also surprised the markets by raising rates to 11.25%, the first increase since April.

Fixed Income Market

At its last meeting, the FOMC retained language that short-term rates will remain low “for a considerable time,” causing some investors to believe that the Federal Reserve will raise the Federal Funds target rate in 2015. Economic uncertainty caused a substantial flight-to-quality in the first half of October, causing Treasury yields to plummet to near their 2014 lows. Positive economic news and FOMC actions reversed that trend in the latter half of the month; however, yields across the curve still finished the month modestly lower. It should be noted that the October bond market rally resulted in positive performance for the month. Treasuries generally outpaced spread (or non-government) sectors, the impact of which was greater for longer-duration maturities. Federal Agency spreads widened modestly for the month of October, although this was generally due to the rally in U.S. Treasuries while corporate bond spreads also widened as market volatility rose, though this was partially offset by the higher income associated with the sector.

The month of October was marked by volatility across most of the financial markets due to concerns about weakening global growth prospects, an equity market correction, the Ebola virus reaching the U.S., possible deflation in the Euro-zone, and ongoing geopolitical unrest. Though scary headlines dominated the news in October, the U.S. economy continues to improve despite this news. The Fed is following through on its plan to phase out its market stimulus, and market indicators point to a trend of higher rates in coming months. The housing market has also showed signs of getting back on track, with recent reports showing that U.S. existing-home sales reached their highest levels this year in September.

As expected, the FOMC ended its bond-buying program at its October 29th meeting, citing a substantial improvement in the outlook for the labor market. For the past two years, the Fed’s bond-buying program added \$1.66 trillion to its balance sheet in an effort to stimulate the U.S. economy following the financial credit crisis and recession. Short-term interest rates, which have been capped between 0.00% – 0.25% since 2008, have been the Fed’s other major stimulus measure. Fed officials have not announced when they will raise short-term interest rates, but the course they take and how they communicate it will be closely watched and analyzed by investors in the coming months.

Yields in the money market space remain capped by FOMC monetary policy and challenged by new bank capital and liquidity rules, which are checking supply. The average overnight repurchase agreement rate has been approximately 0.07% while three-month LIBOR has remained at 0.23%.

Update on FOMC Activity

It should be noted that the Federal Reserve continues to test and refine its Reserve Repo facility program (“RRP”). Under this program, the Fed acts as a direct repo counterparty to money market funds, banks, and GSE’s, providing collateral to these institutional investors in exchange for overnight cash. The RRP is a component of the Fed’s exit strategy toolkit which also contains the Term Deposit Facility (“TDF”) and Interest on Excess Reserves (“IOER”). These tools would be used to assist the central bank in an eventual liftoff from the zero percent interest rate policy that it has targeted since late 2008. Following October’s FOMC meeting, the Fed announced significant changes to the current RRP program. First, the Fed released a schedule of overnight RRP rates for November and December that range from 0.03% – 0.10% (while keeping the maximum overnight program size to \$300 billion per day). This action was likely intended to give the FOMC further data on how program participation varies at different market levels. The Fed also announced a term RRP program of up to \$300 billion that will begin in December and mature in January of 2015. Although further details on the exact timing, term, and rate of these offerings are not currently available, it is clear that the Fed is concerned about lack of supply in the market for the upcoming year-end. By doubling the total year-end RRP available to \$600 billion, the Fed is helping to alleviate some of the supply headaches in the front end of the yield curve (i.e., bank repo collateral cuts, negative Treasury Bill rates, etc.).

Although under 1-year Treasury and Agency rates remain near all-time lows, short-term rates have risen by 2 – 3 basis points across the curve in recent weeks due to: (1) changes to the Fed’s RRP program; (2) expected seasonal increases in Treasury Bill supply; and (3) an improving macro sentiment that has sent intermediate to longer-term rates back towards the upper level of recent ranges. In this environment, Agencies continue to be favored over Treasuries in the short-end of the yield curve as they generally provide a 5 – 7 basis point yield advantage. For investors with liquidity needs, 2 – 3 month Agency discount notes are currently at 0.06% – 0.08% and should prove to be a suitable parking spot for cash over year-end. It is also recommended that short-term fixed-income investors continue to monitor the Fed’s RRP program as it has significant implications on all short-term rates, most notably the repo, T-Bill, and Federal Agency discount note markets.

Commercial paper and negotiable certificates of deposit continue to offer significant relative value compared to U.S. Treasuries and Agencies. In the current environment, 2 – 6 month maturities into 2015 from a variety of high-quality issuers are favored with a focus on domestic, Japanese, and Nordic banks. For example 3 – 6 month interest rates in the 0.20% – 0.30% range offers a 15 to 25 basis point pickup over U.S. Treasuries. Supply trends in the short-term credit markets should be monitored closely as regulatory forces continue to reshape these markets. For example, issuers continue to tweak their funding habits in response to changing regulations. These changes include targeting very specific maturity dates, amounts, and even investor types. Many high-quality issuers are shunning very short-term cash (i.e., maturities under 1-month) in favor of locking up longer-term funding. In aggregate, these industry changes make it much more difficult for investors to find certain supply, particularly around month or quarter-end.

Following the release of the October employment report, the market response highlights the challenges of the dual mandates of the FOMC to target full employment for the economy, but also stable inflation. Despite continued improvement with an additional 214,000 people added to non-farm payrolls in October and the headline unemployment rate dropping to 5.8%, interest rates across the curve are again falling. After rates spent the second half of October recovering from the mid-month crisis of confidence across the financial landscape, most interest rates had returned to the levels on October 1st prior to Friday's release. While the employment picture has been improving at a pace even the most optimistic economists did not forecast, inflation has still remained below the FOMC's targeted comfort level for some time. As a result, the market has seen a strong rally all year in longer maturing 10 and 30-year U.S. Treasuries as the expectations for future inflation fall. With a strong U.S. dollar and low oil prices, inflation is not expected to pick up significantly for quite some time, even as the domestic economy improves. These conditions are also well timed to aid the economic recovery as holiday shoppers are using less cash paying for gasoline and this will likely translate into more cash to spend during the holiday shopping season. The strong dollar should also translate into better holiday markdowns. The economic pump seems primed for continued strength in the fourth quarter (see the following two charts).

Strength of the U.S. Dollar



Oil Price per Barrel



Despite a strong employment report for October and considerable momentum toward higher yields reversing the spike lower mid-month, interest rates fell significantly on Friday. Overall, interest rates are back within the trading range which has dominated the marketplace for the past six months. The 2-year U.S. Treasury Note with a current yield of 0.51% offers value at this level, as do 3-year Treasury Notes at 0.94%. One should remain cautious on longer Treasuries where yields have not risen as much and may underperform going forward. Yield curve roll-down over the next year provides maximum benefit for returns of securities in the 2½ to 3½ year range and is the area of the curve that most investors feel has the most value.

Federal Agency spreads have largely recovered from the bout of widening in October relating to the volatile spike lower in rates. As is usual with such a significant move in rates, spread products tend to lag the overall level of rates. With rates returning to higher levels, spreads have compressed. FNMA issued a benchmark 5-year issue this past week and has widened the spread for existing issues in that range. The yield spread on a 2-year Agency note is currently +3 basis points. The yield spread on a 3-year Agency note is currently +4 basis points. The yield spread on a 5-year Agency note is currently +14 basis points. On a security specific basis, spreads can be erratic with certain issues offering substantially more yield spread than others. Buying Agencies with 3 years and shorter maturities at spreads of +7 basis points or more versus comparable maturity U.S. Treasuries continues to be recommended. Also recommended is buying Federal Agencies with maturities of 4 to 5 years with spreads of +12 basis points or more, swapping longer dated U.S. Treasuries to limit duration extensions in this part of the yield curve.

Callable Agency value did not widen out as significantly as the spike in volatility during October would suggest it should have. The reason for this is likely the overall lack of funding needs from the issuers. Issuance has been constrained in callable Agencies and the lack of supply has kept a lid on coupon levels relative to other drivers of coupon yields such as volatility. The current coupon level for a 2-year callable Federal Agency is 0.65%. The current coupon level for a 3-year callable Agency is 1.20%. The current coupon level for a 5-year callable Agency is 1.95%. Most in the market still feel that non-callable securities, which benefit from roll-down offer better value going forward than callable securities.

Corporate issuance has picked up recently in November and is expected to finish the year quite strong. Yield spreads for corporate notes widened during October and have not yet unwound the full extent of the impact from October. The current spreads offer significant value at this time. Over the past few weeks, the availability of notes in the secondary market for high-quality corporate notes has dropped. This makes the challenge for finding high-quality paper more significant. Nevertheless, it is recommended that public funds investors look for value in high-quality corporate notes if permitted and available. New issuance should be significant for the balance of November and opportunities to add pieces in the secondary market may increase.

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Investment Update

November 12, 2014

Following district investment policy, we advertised for bids among our Putnam County Banks regarding the CD that is due this month. The following information is a summary of those bids and the recommended CD investment.

(Please see attached sheet for bids and the bid award.)

Putnam County Community Unit School District #535
Jay McCracken, Superintendent
400 E. Silverspoon Avenue
Granville, IL 61326
Phone 815/882-2800, option 5
Fax 815/882-2802

Date: 11/13/14

The CD bid in the amount of \$208,438.78 with a term of 12 months has been awarded to: First State Bank.

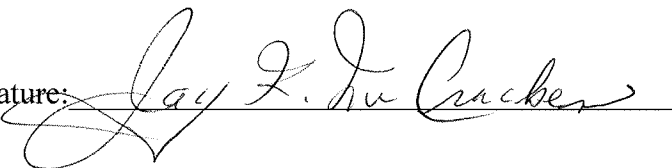
The following summarizes each bank's submitted CD APY:

First State Bank 0.41

Granville National Bank 0.30

North Central Bank 0.35

Signature:

A handwritten signature in cursive script, reading "Jay L. McCracken", written over a horizontal line.

Recommendation to approve PRESS Plus Issue 86, August 2014 Board Policy Updates

As superintendent, I recommend approval of the PRESS Plus Issue 86, August 2014 Board Policy Updates.

Rationale

We had the first reading at the October Board of Education Meeting. The Board and Administration have had the opportunity to review the proposed policy changes.

District Goal

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

DRAFT UPDATE

Operational Services

Insufficient Fund Checks and Debt Recovery

The Superintendent or designee is responsible for collecting up to the maximum fee authorized by State law for returned checks written to the District that are not honored upon presentation to the respective bank or other depository institution for any reason. The Superintendent is authorized to contact the District's attorney whenever necessary to collect the returned check amount, fee, collection costs and expenses, and interest.

Delinquent Debt Recovery

The Superintendent is authorized to seek collection of delinquent debt owed the District to the fullest extent of the law.

To participate in the Local Debt Recovery Program through the Illinois Office of the Comptroller (IOC), an intergovernmental agreement (IGA) between the District and the IOC must be in existence. The IGA establishes the terms under which the District may refer delinquent debt owed it over to the IOC for an offset (deduction). The IOC may execute an offset of the amount of the delinquent debt owed to the District from a future payment that the State makes to an individual or entity responsible for paying the delinquent debt.

The Superintendent or designee shall execute the requirements of the IGA. While executing the requirements of the IGA, the Superintendent or designee is responsible, without limitation, for each of the following:

1. Providing a District-wide, uniform, method of notice and due process to the individual or entity against whom a claim for delinquent debt payment (*claim*) is made. Written notice and an opportunity to be heard must be given to the individual or entity responsible for paying a delinquent debt before the claim is certified to the IOC for offset. The notice must state the claim's amount, the reason for the amount due, the claim's date or time period, and a description of the process to challenge the claim. An individual or entity challenging a claim shall be provided an informal proceeding to refute the claim's existence, amount, or current collectability; the decision following this proceeding shall be reviewable. If a waiver of student fees is requested as a challenge to paying the claim, and the waiver of student fees is denied, an appeal of the denial of a fee waiver request shall be handled according to 4:140, *Waiver of Student Fees*. If no waiver of student fees is requested, reviews regarding payment of the claim shall be handled according to this policy before certification to the IOC for offset.
2. Certifying to the IOC that the debt is past due and legally enforceable, and notifying the IOC of any change in the status of an offset claim for delinquent debt.
3. Responding to requests for information from the IOC to facilitate the prompt resolution of any administrative review requests received by the IOC.

LEGAL REF.: 15 ILCS 405/10.05 and 10.05d.
810 ILCS 5/3-806.

ADOPTED:

DRAFT UPDATE

General Personnel

Equal Employment Opportunity and Minority Recruitment

The School District shall provide equal employment opportunities to all persons regardless of their race, color, creed, religion, national origin, sex, sexual orientation, age, ancestry, marital status, arrest record, military status, order of protection status, unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic or sexual violence, genetic information, physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation, pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position, or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Pilot Program Act, 410 ILCS 130/.

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

Nondiscrimination Coordinator:

Mr. Jay McCracken, Supt.

Name

400 E. Silverspoon Ave.

Address

Granville, IL 61326

(815) 882-2800 x5

Telephone

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Complaint Managers:

Ronda Cross, Principal

Mr. Jay McCracken

Putman Co. Primary School

Superintendent

Name

Name

400 E. Silverspoon Ave.

400 E. Silverspoon Ave.

Address

Address

Granville, IL 61326

Granville, IL 61326

(815) 882-2800 x1

((815) 882-2800 x5

Telephone

Telephone

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks.

Minority Recruitment

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

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LEGAL REF.: Age Discrimination in Employment Act, 29 U.S.C. §621 et seq.
Americans With Disabilities Act, Title I, 42 U.S.C. §12111 et seq.
Civil Rights Act of 1991, 29 U.S.C. §§621 et seq., 42 U.S.C. §1981 et seq., §2000e et seq., and §12101 et seq.
Equal Employment Opportunities Act (Title VII of the Civil Rights Act of 1964), 42 U.S.C. §2000e et seq., 29 C.F.R. Part 1601.
Equal Pay Act, 29 U.S.C. §206(d).
Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.
Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.
Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.
Pregnancy Discrimination Act, 42 U.S.C. §2000e(k).
Title IX of the Education Amendments, 20 U.S.C. §1681 et seq., 34 C.F.R. Part 106.
Uniformed Services Employment and Reemployment Rights Act (1994), 38 U.S.C. §§4301 et seq.
Ill. Constitution, Art. I, §§17, 18, and 19.
105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4, 5/24-4.1, and 5/24-7.
Compassionate Use of Medical Cannabis Pilot Program Act, 410 ILCS 130/40.
Genetic Information Protection Act, 410 ILCS 513/25.
Ill. Whistleblower Act, 740 ILCS 174/.
Ill. Human Rights Act, 775 ILCS 5/1-103, 5/2-102, 5/2-103, and 5/6-101.
Religious Freedom Restoration Act, 775 ILCS 35/5.
Employee Credit Privacy Act, 820 ILCS 70/.
Job Opportunities for Qualified Applicants Act, 820 ILCS 820 ILCS 75/.
Ill. Equal Pay Act of 2003, 820 ILCS 112/.
Victims' Economic Security and Safety Act, 820 ILCS 180/30.
23 Ill.Admin.Code §1.230.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria, 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; Tobacco Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300, (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Preventing Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED:

DRAFT UPDATE

Instruction

School Year Calendar and Day

School Calendar

The School Board, upon the Superintendent's recommendation and subject to State regulations, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays. The school calendar shall have a minimum of 185 days to ensure 176 days of actual student attendance.

Commemorative Holidays

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion. The Board may, from time to time, designate a regular school day as a commemorative holiday.

School Day

The Board establishes the length of the school day with the recommendation of the Superintendent and subject to State law requirements. The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance.

LEGAL REF.: 105 ILCS 5/10-19, 5/10-24.46, 5/18-8.05, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, 5/27-20.2, and 20/1.
10 ILCS 5/11-4.1.
23 Ill.Admin.Code §1.420(f).
Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill., 1994), *aff'd* by 57 F.3d 618 (7th Cir., 1995).

CROSS REF.: 2:20 (Powers and Duties of the School Board), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

ADOPTED:

DRAFT UPDATE

Instruction

Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention. A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level.
2. In grades 9 through 12, subjects include: (a) language arts, (b) writing intensive course, (c) science, (d) mathematics, (e) social studies including U.S. history, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) vocational education.

Students otherwise eligible to take a driver education course must receive a passing grade in at least 8 courses during the previous 2 semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest. The course shall include classroom instruction on distracted driving as a major traffic safety issue. Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor vehicle. The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration.

3. In grades 7 through 12, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.
4. In kindergarten through grade 12, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.
5. In grades kindergarten through 12, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks* and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
6. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage.
7. In all schools, citizenship values must be taught, including: (a) patriotism, (b) democratic principles of freedom, justice, and equality, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
8. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage daily during

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the school day in a physical education course. For exemptions and substitutions, see policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Activity*.

9. In all schools, health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate sexual abuse and assault awareness and prevention education in all grades. The Superintendent shall implement a comprehensive health education program in accordance with State law.
10. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
11. In grades 9 through 12, consumer education must be taught, including: financial literacy; installment purchasing; budgeting, savings, and investing; banking; simple contracts; income taxes; personal insurance policies; the comparison of prices; homeownership; and the roles of consumers interacting with agriculture, business, labor unions, and government in formulating and achieving the goals of the mixed free enterprise system.
12. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
13. In all schools, United States history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, and (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State.

In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.

14. In grade 7 and all high school courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.
15. In all schools, the curriculum includes a unit of instruction on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
16. In all schools, the curriculum includes a unit of instruction on the history, struggles, and contributions of women.
17. In all schools, the curriculum includes a unit of instruction on Black History, including the history of the African slave trade, slavery in America, and the vestiges of slavery in this country, as well as the struggles and contributions of African-Americans.

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18. In all schools offering a secondary agricultural education program, courses as required by 105 ILCS 5/2-3.80.
19. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.

LEGAL REF.: 5 ILCS 465/3 and 465/3a.
20 ILCS 2605/2605-480.
105 ILCS 5/2-3.80(e) and (f), 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-24.2, 435/, and 110/3.
625 ILCS 5/6-408.5.
23 Ill.Admin.Code §§1.420, 1.430, and 1.440.
Consolidated Appropriations Act of 2005, Pub. L. No. 108-447, Section 111 of Division J.
Protecting Children in the 21st Century Act, Pub. L. No. 110-385, Title II, 122 stat. 4096 (2008).
47 C.F.R. §54.520.

CROSS REF.: 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment, 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Discipline); 7:260 (Exemption from Physical Activity)

ADOPTED:

DRAFT UPDATE

Students

School Admissions and Student Transfers To and From Non-District Schools

Age

To be eligible for admission, a child must be 5 years old on or before September 1 of that school term. Based upon an assessment of the child's readiness, a child will be allowed to attend first grade if he or she attended a non-public preschool, continued his or her education at that school through kindergarten, was taught in kindergarten by an appropriately certified teacher, and will be 6 years old on or before December 31. A child with exceptional needs who qualifies for special education services is eligible for admission at 3 years of age.

Parents/guardians may request early admission for a child. The Superintendent or designee shall assess the child's readiness to attend school and make the decision accordingly.

Admission Procedure

All students must register for school each year on the dates and at the place designated by the Superintendent.

Parents/guardians of students enrolling in the District for the first time must present:

1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's temporary record, and return the original to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Building Principal shall immediately notify the local law enforcement agency and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case shall be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Principal shall so refer the case. The Principal shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
2. Proof of residence, as required by Board policy 7:60, *Residence*.
3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, *Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students*.

The individual enrolling a student shall be given the opportunity to voluntarily state whether the student has a parent or guardian who is a member of a branch of the U. S. Armed Forces and who is either deployed to active duty or expects to be deployed to active duty during the school year. Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade level in which they studied at the school from which they transferred, if the transfer occurs during the District's school year, or (b) the grade level following the last grade completed.

Homeless Children

DRAFT UPDATE

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Student Transfers To and From Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent or designee. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the School District.

Foreign Students

The District accepts foreign exchange students with a J-1 visa and who reside within the District as participants in an exchange program sponsored by organizations screened by administration. Exchange students on a J-1 visa are not required to pay tuition.

Privately sponsored exchange students on an F-1 visa may be enrolled if an adult resident of the District has temporary guardianship and the student lives in the home of that guardian. Exchange students on an F-1 visa are required to pay tuition at the established District rate. F-1 visa student admission is limited to high schools and attendance may not exceed 12 months.

The Board may limit the number of exchange students admitted in any given year. Exchange students must comply with District immunization requirements. Once admitted, exchange students become subject to all District policies and regulations governing students.

Re-enrollment

Re-enrollment shall be denied to any individual 19 years of age or above who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. However, at the Superintendent's or designee's discretion and depending on program availability, the individual may be enrolled in a graduation incentives program established under 105 ILCS 5/26-16 or an alternative learning opportunities program established under 105 ILCS 5/13B-1 (see 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*). Before being denied re-enrollment, the District will offer the individual due process as required in cases of expulsion under policy 7:210, *Expulsion Procedures*. A person denied re-enrollment will be offered counseling and be directed to alternative educational programs, including adult education programs that lead to graduation or receipt of a GED diploma. This section does not apply to students eligible for special education under the Individuals with Disabilities Education Improvement Act or accommodation plans under the Rehabilitation Act, Section 504.

DRAFT UPDATE

LEGAL REF.: McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.
Family Educational Rights and Privacy Act, 20 U.S.C. §1232.
Illegal Immigrant and Immigrant Responsibility Act of 1996, 8 U.S.C. §1101.
Individuals With Disabilities Education Improvement Act, 20 U.S.C. §1400 et seq.
Rehabilitation Act, Section 504, 29 U.S.C. §794.
105 ILCS 5/2-3.13a, 5/10-20.12, 5/10-22.5a, 5/14-1.02, 5/14-1.03a, 5/26-1, 5/26-2,
5/27-8.1, 10/8.1, 45/, and 70/.
325 ILCS 50/ and 55/.
410 ILCS 315/2e.
20 Ill.Admin.Code Part 1290, Missing Person Birth Records and School
Registration.
23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: 6:30 (Organization of Instruction), 6:110 (Programs for Students At Risk of
Academic Failure and/or Dropping out of School and Graduation Incentives
Program), 6:140 (Education of Homeless Children), 6:300 (Graduation
Requirements), 6:310 (High School Credit for Non-District Experiences; Course
Substitutions; Re-Entering Students), 7:60 (Residence), 7:70 (Attendance and
Truancy), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and
Exclusion of Students), 7:340 (Student Records)

ADOPTED:

School Board

Communications To and From the Board

The School Board welcomes communications from staff members, parents, students, and community members. Individuals may submit questions or communications for the School Board’s consideration to the Superintendent or may use the electronic link to the Board’s email address(es) that is posted on the District’s website. In accordance with the Open Meetings Act and the Oath of Office taken by Board members, individual Board members will not (a) reply to an email on behalf of the entire Board, or (b) engage in the discussion of District business with a majority of a Board-quorum.

The Superintendent or designee shall:

1. Ensure that the home page for the District’s website contains an active electronic link to the email address(es) for the School Board, and
2. Provide the Board, such as in the Board meeting packet, with all emails that are received and any feedback regarding them.

If contacted individually, Board members will refer the person to the appropriate level of authority, except in unusual situations. Board members’ questions or communications to staff or about programs will be channeled through the Superintendent’s office. Board members will not take individual action that might compromise the Board or District. There is no expectation of privacy for any communication sent to the Board or its members, whether sent by letter, email, or other means.

Board Member Use of Electronic Communications

For purposes of this section, *electronic communications* includes, without limitation, electronic mail, electronic chat, instant messaging, texting, and any form of social networking. Electronic communications among a majority or more of a Board-quorum shall not be used for the purpose of discussing District business. Electronic communications among Board members shall be limited to: (1) disseminating information, and (2) messages not involving deliberation, debate, or decision-making. The following list contains examples of permissible electronic communications:

- Agenda item suggestions
- Reminders regarding meeting times, dates, and places
- Board meeting agendas or information concerning agenda items
- Individual emails to community members, subject to the other limitations in this policy

LEGAL REF.: 5 ILCS 120/
 50 ILCS 205/20.

CROSS REF.: 2:220 (School Board Meeting Procedure), 3:30 (Chain of Command), 8:110
 (Public Suggestions and Concerns)

ADOPTED:

Compare to current district policy 2:140, or consider adding to your manual if it is not now included.

School Board

Exhibit - Guidance for Board Member Communications, Including Email Use

The School Board is authorized to discuss District business only at a properly noticed Board meeting (Open Meetings Act, 5 ILCS 120/). Other than during a Board meeting, a majority or more of a Board-quorum may not engage in contemporaneous interactive communication, whether in person or electronically, to discuss District business. This *Guidance* assumes a Board has seven members and covers issues arising from Board policy 2:140, *Communications To and From the Board*.

Communications Between or Among Board Members and/or the Superintendent Outside of a Properly Noticed Board Meeting

1. The Superintendent or designee is permitted to email information to Board members. For example, the Superintendent may email Board meeting agendas and supporting information to Board members. When responding to a single Board member's request, the Superintendent should copy all other Board members and include a *do not reply/forward* alert to the group, such as: **"BOARD MEMBER ALERT: This email is in response to a request. Do not reply or forward to the group but only to the sender."**
2. Board members are permitted to discuss any matter except District business with each other, whether in person or by telephone or email, regardless of the number of members participating in the discussion. For example, they may discuss league sports, work, or current events.
3. Board members are permitted to provide information to each other, whether in person or by telephone or email, that is non-deliberative and non-substantive. Examples of this type of communication include scheduling meetings and confirming receipt of information.
4. A Board member is not permitted to discuss District business with more than one other Board member at a time, whether in person or by telephone or email. Stated another way, a Board member may discuss District business in person or by telephone or email with only one other Board member at a time. However, a Board member should not facilitate interactive communication by discussing District business in a series of visits with, or telephone calls or emails to, Board members individually.
5. A Board member should include a *do not reply/forward* alert when emailing a message concerning District business to more than one other Board member. The following is an example of such an alert: **"BOARD MEMBER ALERT: This email is not for interactive discussion purposes. The recipient should not reply to it or forward it to any other individual."**
6. Board members should not forward email received from another Board member.

When Must the Electronic Communications Sent or Received by Individual Board Members Be Disclosed Pursuant to a Freedom of Information Act (FOIA) Request?

An electronic communication must be disclosed if it is a *public record* as defined by FOIA, unless a specific exemption applies. A public record is any recorded information "pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of any public body." 5 ILCS 140/2. Email sent or received by an individual Board member may be, depending on the content and circumstances, subject to disclosure as a *public record* (unless a FOIA exemption is applicable).

If a Board member uses a District-provided device or email address to discuss public business, the email is subject to disclosure under FOIA, barring an applicable exemption. If a Board member uses a private device and email address, the communication is subject to FOIA if it satisfies this test:

First, the communication pertains to the transaction of public business, and

Second, the communication was: (1) prepared by a public body, (2) prepared for a public body, (3) used by a public body, (4) received by a public body, (5) possessed by a public body, and/or (6) controlled by a public body.

This test is from the appellate court decision in City of Champaign v. Madigan, 992 N.E.2d 629 (Ill.App.4th, 2013).

The following *examples* describe FOIA's treatment of electronic communications:

1. If an electronic communication does not pertain to public business, it is not a public record and is not subject to a FOIA request.
2. An electronic communication pertaining to public business that is:
 - a. Sent and/or received by an individual Board member using a personal electronic device and personal email address while he or she is at home or work **would not be a public record**. Individual Board members, alone, cannot conduct school District business. As stated earlier, emails among a majority or more of a Board-quorum violate the Open Meetings Act and, thus, are subject to disclosure during proceedings to enforce the Open Meetings Act.
 - b. Sent and/or received by an individual Board member on a District-issued device or District-issued email address **will be a public record** and subject to FOIA. The electronic communication is under the control of the District.
 - c. Received by an individual Board member on a personal electronic device and then forwarded by the Board member to a District-owned device or server **will be a public record** and subject to FOIA. The electronic communication is under the control of the District.
 - d. Received by an individual Board member using a personal electronic device and personal email address, and then forwarded by the Board member to enough members to constitute a majority or more of a Board-quorum **will be a public record** and subject to FOIA. The electronic communication is in the District's possession.
 - e. Either sent to or from a Board member's personal electronic device during a Board meeting **will be a public record** and subject to FOIA. The electronic communication is in the District's possession because Board members were functioning collectively as a public body.

The District's Freedom of Information Officer and/or Board Attorney will help determine when a specific communication must be disclosed pursuant to a FOIA request.

When Must Electronic Communications Be Retained?

Email that qualifies under FOIA as a *public record* will need to be stored pursuant to the Local Records Act, only if it is evidence of the District's organization, function, policies, procedures, or activities or contains informational data appropriate for preservation (Local Records Act, 50 ILCS 205/). An example is any email from a Board officer concerning a decision made in his or her capacity as an officer. If a Board member uses his or her personal email, he or she must copy this type of email to the appropriate District office where it will be stored. If made available, Board members should use their email accounts provided by the District and the District will automatically store the official record messages. The District will delete these official record messages as provided in an applicable, approved **retention schedule**. Of course, email pertaining to public business that is sent or

received by a Board Member using a District-issued device or email address will be subject to FOIA, even if the email does not need to be retained under the Local Records Act.

Important: Do not destroy any email concerning a topic that is being litigated without obtaining the Board attorney's direction. In federal lawsuits, there is an automatic discovery of virtually all types of electronically created or stored data that might be relevant. Attorneys will generally notify their clients at the beginning of a legal proceeding not to destroy any electronic records that might be relevant. For more discussion of a litigation hold, see 2:250-AP2, *Protocols for Record Preservation and Development of Retention Schedules*. In addition, any person who knowingly with the intent to defraud any party destroys, removes, or conceals any public record commits a Class 4 felony. 50 ILCS 205/4, amended by P.A. 98-1063.

DATED:

Compare to current district exhibit 2:140-E, or consider adding to your manual if it is not now included.

DRAFT UPDATE

Operational Services

Transportation

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available, or (2) within one and one-half miles from his or her assigned school where walking to school or to a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard. Free transportation service and vehicle adaptation is provided for a special education student if included in the student's individualized educational program. The District may provide transportation to and from school-sponsored activities. Non-public school students shall be transported in accordance with State law. Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the 1½ miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

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

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

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

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

Pre-Trip and Post-Trip Vehicle Inspection

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

DRAFT UPDATE

LEGAL REF.: McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813, 5/12-813.1, 5/12-815,
5/12-816, 5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 Ill.Admin.Code §440-3.

CROSS REF.: 4:170 (Safety), 5:120 (Ethics and Conduct), 5:280 (Educational Support
Personnel - Duties and Qualifications), 6:140 (Education of Homeless Children),
7:220 (Bus Conduct)

ADOPTED:

DRAFT UPDATE

Operational Services

Free and Reduced-Price Food Services

Notice

The Superintendent or designee shall be responsible for implementing the District's free and reduced-price food services policy and all applicable programs.

Eligibility Criteria and Selection of Children

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Department of Agriculture and distributed by the Illinois State Board of Education.

Notification

At the beginning of each school year, by letter, the District shall notify students and their parents/guardians of: (1) eligibility requirements for free and reduced-price food service; (2) the application process; (3) the name and telephone number of a contact person for the program; and (4) other information required by federal law. The Superintendent shall provide the same information to: (1) informational media, the local unemployment office, and any major area employers contemplating layoffs; and (2) the District's website (if applicable), all school newsletters, or students' registration materials. Parents/guardians enrolling a child in the District for the first time, any time during the school year, shall receive the eligibility information.

Nondiscrimination Assurance

The District shall avoid publicly identifying students receiving free or reduced-price meals and shall use methods for collecting meal payments that prevent identification of children receiving assistance.

Appeal

A family may appeal the District's decision to deny an application for free and reduced-price food services or to terminate such services as outlined by the U.S. Department of Agriculture in 7 C.F.R. §245.7, Determining Eligibility for Free and Reduced-Price Meals and Free Milk in Schools. The Superintendent shall establish a hearing procedure for adverse eligibility decisions and provide by mail a copy of them to the family. The District may also use these procedures to challenge a child's continued eligibility for free or reduced-price meals or milk.

During an appeal, students previously receiving food service benefits shall not have their benefits terminated. Students who were denied benefits shall not receive benefits during the appeal.

The Superintendent shall keep on file for a period of 3 years a record of any appeals made and the hearing record. The District shall also maintain accurate and complete records showing the data and method used to determine the number of eligible students served free and reduced-price food services. These records shall be maintained for 3 years.

DRAFT UPDATE

LEGAL REF.: U.S. Dept. of Agriculture, Food and Nutrition Service, National School Lunch Program, 7 C.F.R. Part 210.
U.S. Dept. of Agriculture, Food and Nutrition Service, Determining Eligibility for Free and Reduced-Price Meals and Free Milk in Schools, 7 C.F.R. Part 245.
105 ILCS 125/ et seq. and 126/.
23 Ill.Admin.Code §305.10 et seq.

ADOPTED:

DRAFT UPDATE

Operational Services

Facility Management and Building Programs

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

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$12,500, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

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

Standards for Facility Construction and Building Programs

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

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

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

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LEGAL REF.: 42 U.S.C. §12101 et seq.
20 ILCS 3130/, Green Buildings Act.
105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/17-2.11, 140/, and 230/.
410 ILCS 25/, Environmental Barriers Act.
820 ILCS 130/, Prevailing Wage Act.
23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life
Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary
and Secondary Schools.
71 Ill.Admin.Code Part 400, Ill. Accessibility Code.

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

ADOPTED:

DRAFT UPDATE

General Personnel

Family and Medical Leave

Leave Description

An eligible employee may use unpaid family and medical leave (FMLA leave), guaranteed by the federal Family and Medical Leave Act, The U.S. Department of Labor's rules (federal rules) implementing FMLA, as they may be amended from time to time, control FMLA leave.

An eligible employee may take FMLA leave for up to a combined total of 12 weeks each 12-month period, beginning September 1 and ending August 31 of the next year.

During a single 12-month period, an eligible employee's FMLA leave entitlement may be extended to a total of 26 weeks of unpaid leave to care for a covered servicemember (defined in the federal rules) with a serious injury or illness. The "single 12-month period" is measured forward from the date the employee's first FMLA leave to care for the covered servicemember begins.

While FMLA leave is normally unpaid, the District will substitute an employee's accrued compensatory time-off and/or paid leave for unpaid FMLA leave. All policies and rules regarding the use of paid leave apply when paid leave is substituted for unpaid FMLA leave. Any substitution of paid leave for unpaid FMLA leave will count against the employee's FMLA leave entitlement. Use of FMLA leave shall not preclude the use of other applicable unpaid leave that will extend the employee's leave beyond 12 weeks, provided that the use of FMLA leave shall not serve to extend such other unpaid leave. Any full workweek period during which the employee would not have been required to work, including summer break, winter break and spring break, is not counted against the employee's FMLA leave entitlement.

FMLA leave is available in one or more of the following instances:

1. The birth and first-year care of a son or daughter.
2. The adoption or foster placement of a son or daughter, including absences from work that are necessary for the adoption or foster care to proceed and expiring at the end of the 12-month period beginning on the placement date.
3. The serious health condition of an employee's spouse, child, or parent.
4. The employee's own serious health condition that makes the employee unable to perform the functions of his or her job.
5. The existence of a qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a military member on covered active duty or has been notified of an impending call or order to active duty, as provided in federal rules.
6. To care for the employee's spouse, child, parent, or next of kin who is a covered servicemember with a serious injury or illness, as provided by federal rules.

If spouses are employed by the District, they may together take only 12-weeks for FMLA leaves when the reason for the leave is 1 or 2, above, or to care for a parent with a serious health condition, or a combined total of 26 weeks for item 6 above.

An employee may be permitted to work on an intermittent or reduced-leave schedule in accordance with federal rules.

Eligibility

To be eligible for FMLA leave, an employee must be employed at a worksite where at least 50 employees are employed within 75 miles. In addition, the employee has been employed by the

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District for at least 12 months and has been employed for at least 1,250 hours of service during the 12-month period immediately before the beginning of the leave. The 12 months an employee must have been employed by the District need not be consecutive. However, the District will not consider any period of previous employment that occurred more than 7 years before the date of the most recent hiring, except when the service break is due to National Guard or Reserve military service or when a written agreement exists concerning the District's intention to rehire the employee.

Requesting Leave

If the need for the FMLA leave is foreseeable, an employee must provide the Superintendent or designee with at least 30 days' advance notice before the leave is to begin. If 30 days' advance notice is not practicable, the notice must be given as soon as practicable. The employee shall make a reasonable effort to schedule a planned medical treatment so as not to disrupt the District's operations, subject to the approval of the health care provider administering the treatment. The employee shall provide at least verbal notice sufficient to make the Superintendent or designee aware that he or she needs FMLA leave, and the anticipated timing and duration of the leave. Failure to give the required notice for a foreseeable leave may result in a delay in granting the requested leave until at least 30 days after the date the employee provides notice.

Certification

Within 15 calendar days after the Superintendent or designee makes a request for certification for a FMLA leave, an employee must provide one of the following:

1. When the leave is to care for the employee's covered family member with a serious health condition, the employee must provide a complete and sufficient certificate signed by the family member's health care provider.
2. When the leave is due to the employee's own serious health condition, the employee must provide a complete and sufficient certificate signed by the employee's health care provider.
3. When the leave is to care for a covered servicemember with a serious illness or injury, the employee must provide a complete and sufficient certificate signed by an authorized health care provider for the covered servicemember.
4. When the leave is because of a qualified exigency, the employee must provide: (a) a copy of the covered military member's active duty orders or other documentation issued by the military indicating that the military member is on active duty or call to active duty status, and the dates of the covered military member's active duty service, and (b) a statement or description, signed by the employee, of appropriate facts regarding the qualifying exigency for which FMLA leave is requested.

The District may require an employee to obtain a second and third opinion at its expense when it has reason to doubt the validity of a medical certification.

The District may require recertification at reasonable intervals, but not more often than once every 30 days. Regardless of the length of time since the last request, the District may request recertification when the, (1) employee requests a leave extension, (2) circumstances described by the original certification change significantly, or (3) District receives information that casts doubt upon the continuing validity of the original certification. Recertification is at the employee's expense and must be provided to the District within 15 calendar days after the request. The District may request recertification every 6 months in connection with any absence by an employee needing an intermittent or reduced schedule leave for conditions with a duration in excess of 6 months.

Failure to furnish a complete and sufficient certification on forms provided by the District may result in a denial of the leave request.

DRAFT UPDATE

Continuation of Health Benefits

During FMLA leave, employees are entitled to continuation of health benefits that would have been provided if they were working. Any share of health plan premiums being paid by the employee before taking the leave, must continue to be paid by the employee during the FMLA leave. A District's obligation to maintain health insurance coverage ceases if an employee's premium payment is more than 30 days late and the District notifies the employee at least 15 days before coverage will cease.

Changed Circumstances and Intent to Return

An employee must provide the Superintendent or designee reasonable notice of changed circumstances (i.e., within 2 business days if the changed circumstances are foreseeable) that will alter the duration of the FMLA leave. The Superintendent or designee, taking into consideration all of the relevant facts and circumstances related to an individual's leave situation, may ask an employee who has been on FMLA leave for 8 consecutive weeks whether he or she intends to return to work.

Return to Work

If returning from FMLA leave occasioned by the employee's own serious health condition, the employee is required to obtain and present certification from the employee's health care provider that he or she is able to resume work.

An employee returning from FMLA leave will be given an equivalent position to his or her position before the leave, subject to: (1) permissible limitations the District may impose as provided in the FMLA or implementing regulations, and (2) the District's reassignment policies and practices.

Classroom teachers may be required to wait to return to work until the next semester in certain situations as provided by the FMLA regulations.

Implementation

The Superintendent or designee shall ensure that: (1) all required notices and responses to leave requests are provided to employees in accordance with the FMLA; and (2) this policy is implemented in accordance with the FMLA. In the event of a conflict between the policy and the FMLA or its regulations, the latter shall control. The terms used in this policy shall be defined as in the FMLA regulations.

LEGAL REF.: Family and Medical Leave Act, 29 U.S.C. §2601 et seq., 29 C.F.R. Part 825.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:250 (Leaves of Absence), 5:310 (Compensatory Time-Off), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

ADOPTED:

DRAFT UPDATE

Professional Personnel

Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 school days.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 school days.

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The School Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute shall notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.

Internal Substitution

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.

LEGAL REF.: 105 ILCS 5/21B-20(3) and 24-5.
23 Ill.Admin.Code §25.520.

CROSS REF.: 5:30 (Hiring Process and Criteria)

ADOPTED:

DRAFT UPDATE

Professional Personnel

Leaves of Absence

Sick and Bereavement Leave, Personal Leave, Leave of Absence Without Pay, Professional Leave

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.

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Leaves for Service in the Military

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

School Visitation Leave

An eligible professional staff member is entitled to 8 hours during any school year, no more than 4 hours of which may be taken on any given day, to attend school conferences or classroom activities related to the teacher's child, if the conference or activity cannot be scheduled during non-work hours. Professional staff members must first use all accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the professional staff member, except sick, and disability leave.

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act.

Leaves for Victims of Domestic or Sexual Violence

Any professional staff member may take an unpaid leave from work who: (1) is a victim of domestic or sexual violence, or (2) has a family, or household member who is a victim of domestic or sexual violence whose interests are not adverse to the employee as it relates to the domestic or sexual violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance without suffering adverse employment action.

The Victims' Economic Security and Safety Act governs the purpose, requirements, scheduling, and continuity of benefits, and all other terms of the leave. Accordingly, an employee is entitled to a total of 12 work weeks of leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in

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addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601 et seq.).

Leaves to Serve as an Officer or Trustee of a Specific Organization

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.

Upon request, the Board will grant: (1) an unpaid leave of absence to a teacher who is elected to serve as an officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System to attend meetings and seminars as described in 105 ILCS 5/24-6.3, and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2.

Leave to Serve as an Election Judge

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same election day.

LEGAL REF.: 10 ILCS 5/13-2.5.
20 ILCS 1805/30.1 et seq.
105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
820 ILCS 147/ and 180/.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Educational Support Personnel - Sick Days, Vacation, Holidays, and Leaves)

ADOPTED:

DRAFT UPDATE

Instruction

Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program

The Superintendent or designee shall develop, maintain, and supervise a program for students at risk of academic failure or dropping out of school. The program shall include education and support services addressing individual learning styles, career development, and social needs, and may include without limitation one or more of the following:

- Parent-teacher conferences
- Counseling services by social workers and/or guidance counselors
- Counseling services by psychologists
- Psychological testing
- Truants' alternative and optional education program
- Alternative school placement
- Community agency services
- Alternative learning opportunities program, in conformity with the Alternative Learning Opportunities Law, as it may be amended from time-to-time
- Graduation incentives program
- Remediation program

Any student who is below the age of 20 years is eligible to enroll in a graduation incentives program if he or she:

1. Is considered a dropout according to State law;
2. Has been suspended or expelled;
3. Is pregnant or is a parent;
4. Has been assessed as chemically dependent; or
5. Is enrolled in a bilingual education or English Language Learners program.

LEGAL REF.: 105 ILCS 5/2-3.41, 5/2-3.66, 5/10-20.9a, 5/13B, 5/26-2a, 5/26-13, 5/26-14, and 5/26-16.

CROSS REF.: 6:280 (Grading and Promotion), 6:300 (Graduation Requirements), 7:70 (Attendance and Truancy)

ADOPTED:

DRAFT UPDATE

Instruction

Grading and Promotion

The Superintendent shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the Illinois *Partnership for Assessment of Readiness for College and Careers* (PARCC) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted.

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher. Reasons for changing a student's final grade include:

- A miscalculation of test scores,
- A technical error in assigning a particular grade or score,
- The teacher agrees to allow the student to do extra work that may impact the grade,
- An inappropriate grading system used to determine the grade, or
- An inappropriate grade based on an appropriate grading system.

Should a grade change be made, the administrator making the change must sign the changed record.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/10-20.9a, 5/10-21.8, and 5/27-27.

CROSS REF.: 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED:

DRAFT UPDATE

Instruction

Graduation Requirements

To graduate from high school, unless otherwise exempted, each student is responsible for:

1. Completing all District graduation requirements that are in addition to the State requirements.
2. Completing all courses as provided in the School Code, 105 ILCS 5/27-22.
3. Completing all minimum requirements for graduation as specified by Illinois State Board of Education rule, 23 Ill.Admin.Code §1.440.
4. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance.
5. Participating in State assessments that are required for graduation by the School Code, 105 ILCS 5/2-3.64a-5, unless the student is exempt.

The Superintendent or designee is responsible for:

1. Maintaining a description of all course offerings that comply with the above graduation requirements.
2. Notifying students and their parents/guardians of graduation requirements.
3. Developing the criteria for #4 above.
4. Complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty, this includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.
5. Taking all other actions to implement this policy.

Early Graduation

The Superintendent or designee shall implement procedures for students to graduate early, provided they finish 7 semesters of high school and meet all graduation requirements.

Certificate of Completion

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's 4 years of high school, qualifies for a certificate of completion after the student has completed 4 years of high school. The student is encouraged to participate in the graduation ceremony of his or her high school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

Veterans of World War II, the Korean Conflict, or the Vietnam Conflict

Upon application, an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict will be awarded a diploma, provided that he or she: (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

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LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/22-27, 5/27-3, 5/27-22, 5/27-22.10, and 70/
23 Ill.Admin.Code §1.440.

CROSS REF.: 6:30 (Organization of Instruction), 6:320 (High School Credit for Proficiency),
7:50 (School Admissions and Student Transfers To and From Non-District
Schools)

ADOPTED:

Instruction

High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

Credit for Non-District Experiences

A student may receive high school credit for successfully completing any of the listed courses or experiences even when it is not offered in or sponsored by the District:

1. Distance learning course, including a correspondence, virtual, or online course
2. Courses in an accredited foreign exchange program
3. Summer school or community college courses
4. College courses offering dual credit courses at both the college and high school level
5. Foreign language courses taken in an ethnic school program approved by the Illinois State Board of Education
6. Work-related training at manufacturing facilities or agencies in a Youth Apprenticeship Vocational Education Program (Tech Prep)
7. Credit earned in a Vocational Academy

The student must seek approval from the Superintendent or designee to receive graduation credit for any non-District course or experience. The Superintendent or designee shall determine the amount of credit and whether a proficiency examination is required before the credit is awarded. As approval is not guaranteed, students should seek conditional approval of the experience before participating in a non-District course or experience. The student assumes responsibility for any fee, tuition, supply, or other expense. The student seeking credit is responsible for (1) providing documents or transcripts that demonstrate successful completion of the experience, and (2) taking a proficiency examination, if requested. The Superintendent or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities. This section does not govern the transfer of credits for students transferring into the District.

Substitutions for Required Courses

Vocational or technical education. A student in grades 9-12 may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing related vocational or technical education courses if:

1. The Building Principal approves the substitution and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and
2. The student's parent/guardian requests and approves the substitution in writing on forms provided by the District.

Advanced placement computer science. The advanced placement computer science course is equivalent to a high school mathematics course. A student in grades 9-12 may substitute the advanced placement computer science course for one year of mathematics, in accordance with Section 27-22 of

the School Code. The transcript of a student who completes the advanced placement computer science course will state that it qualifies as a mathematics-based, quantitative course.

Substitutions for physical education. A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated below. The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

1. Enrollment in a marching band program for credit;
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic athletic program (student must be in the 11th or 12th grade);
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student requiring adapted physical education must receive that service in accordance with his or her Individualized Educational Program/Plan (IEP).

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or
2. He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee.

Volunteer service credit. A student participating in the District's Volunteer Service Credit Program, if any, may earn credit toward graduation for the performance of community service. The amount of credit given for program participation shall not exceed that given for completion of one semester of language arts, math, science, or social studies.

Re-Entering Students

Individuals younger than 21 years of age may re-enter high school to acquire a high school diploma or an equivalency certificate, subject to the limitations in Board policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. Re-entering students may obtain credit through the successful completion of the following (not all of these may be available at any one time):

1. District courses
2. Non-District experiences described in this policy
3. Classes in a program established under Section 10-22.20 of the School Code, in accordance with the standards established by the Illinois Community College Board
4. Proficiency testing, correspondence courses, life experiences, and other nonformal educational endeavors
5. Military service, provided the individual making the request has a recommendation from the U.S. Commission of Accreditation of Service Experiences

The provisions in the section **Credit for Non-District Experiences**, above, apply to the receipt of credit for any non-District course.

LEGAL REF.: 105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115, 5/2-3.142, 5/10-22.43a, 5/27-6, 5/27-22.3, and 5/27-22.05.

23 Ill.Admin.Code §§1.420(p), 1.440(f), and 1.470(c).

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:260 (Exemption from Physical Activity)

ADOPTED:

Compare to current district policy 6:310, or consider adding to your manual if it is not now included.
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DRAFT UPDATE

Instruction

Student Testing and Assessment Program

The District student assessment program provides information for determining individual student achievement and guidance needs, curriculum and instruction effectiveness, as well as school performance measured against District student learning objectives and statewide norms.

The Superintendent or designee shall develop and supervise a student assessment program and shall provide appropriate data to the School Board to allow it to monitor the program's results. The program will:

1. Administers the State assessment system, known as the *Partnership for Assessment of Readiness for College and Careers* (PARCC), to all students and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Be uniformly applied to all students who are required to be tested, including: (a) students in a State approved transitional bilingual education or transitional program, and (b) students who have an Individualized Educational Plan (IEP).
4. Provides each student's parents/guardians with the results or scores of each State assessment and an evaluation of the student's progress. See policy 6:280, *Grading and Promotion*.
5. Emphasize professional testing practices.

Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District's annual report card. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.: Family Educational Rights and Privacy Act, 20 U.S.C. §1232g.
105 ILCS 5/2-3.63a-5, 5/2-3.64, 5/10-17a, and 5/27-1.

CROSS REF.: 6:15 (School Accountability), 6:280 (Grading and Promotion), 7:340 (Student Records)

ADOPTED:

DRAFT UPDATE

Students

Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parent(s)/guardian(s) shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health, within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required from students in grades 6 and 12, beginning with the 2015-2016 school year.

As required by State law:

1. The required health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening must be included as a required part of each health examination; diabetes testing is not required.
3. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of 6 months and 6 years must provide a statement from a physician that their child was "risk-assessed" or screened for lead poisoning.
4. The Department of Public Health will provide all female students entering sixth grade and their parents/guardians information about the link between human papilloma virus (HPV) and cervical cancer and the availability of the HPV vaccine.

Unless an exemption or extension applies, the failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the

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required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches or a licensed optometrist must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the Department of Public Health. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the Illinois Department of Public Health.

If a child in the second or sixth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parents/guardians are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the Illinois Department of Public Health, a student will be exempted from this policy's requirements for:

1. Religious or medical grounds if the student's parents/guardians present to the Superintendent a signed statement explaining the objection;
2. Health examination or immunization requirements on medical grounds if a physician provides written verification;
3. Eye examination requirement if the student's parents/guardians show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
4. Dental examination requirement if the student's parents/guardians show an undue burden or a lack of access to a dentist.

Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. School Board policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

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LEGAL REF.: McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/27-8.1 and 45/1-20.
410 ILCS 45/7.1 and 315/2e.
23 Ill.Admin.Code §1.530.
77 Ill.Admin.Code Part 665.
77 Ill.Admin.Code Part 695.

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children),
6:180 (Extended Instructional Programs), 7:50 (School Admissions and Student
Transfers To and From Non-District Schools)

ADOPTED:

DRAFT UPDATE

Students

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed "School Medication Authorization Form" is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

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

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.

Self-Administration of Medication

A student may possess an epinephrine auto-injector (EpiPen®) and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or medication, or the storage of any medication by school personnel.

School District Supply of Undesignated Epinephrine Auto-Injectors

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesignated epinephrine auto-injectors in the name of the District and provide or administer them as necessary according to State law. *Undesignated epinephrine auto-injector* means an epinephrine auto-injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine auto-injector to a person when they, in good faith, believe a person is having an anaphylactic reaction.

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

Upon any administration of an undesignated epinephrine auto-injector, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Upon implementation of this policy, the protections from liability and hold harmless provisions as explained in Section 22-30(c) of the School Code apply.

DRAFT UPDATE

No one, including without limitation parents/guardians of students, should rely on the District for the availability of an epinephrine auto-injector. This policy does not guarantee the availability of an epinephrine auto-injector; students and their parents/guardians should consult their own physician regarding this medication.

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b, and 5/22-30.

CROSS REF.: 7:285 (Food Allergy Management)

ADOPTED:

Operational Services

Food Services

Good nutrition shall be promoted in the District’s meal programs and in other food and beverages that are sold to students during the school day. The Superintendent shall manage a food service program that complies with this policy and is in alignment with School Board policy 6:50, *School Wellness*.

Food or beverage items sold to students as part of a reimbursable meal under federal law must follow the nutrition standards specified in the U.S. Dept. of Agriculture rules that implement the National School Lunch and Child Nutrition Acts. Schools being reimbursed for meals under these laws are *participating schools*.

The food service program in participating schools shall comply with the nutrition standards specified in the U.S. Dept. of Agriculture’s *Smart Snacks rules* when it offers competitive foods to students on the school campus during the school day. *Competitive foods* are all food and beverages that are offered by any person, organization or entity for sale to students on the school campus during the school day that are not reimbursed under programs authorized by federal law. The food service programs in participating schools shall also comply with any applicable mandates in the Illinois State Board of Education’s School Food Service rules implementing these federal laws and the Ill. School Breakfast and Lunch Program Act.

All revenue from the sale of any food or beverages sold in competition with the School Breakfast Program or National School Lunch Program to students in food service areas during the meal period shall accrue to the nonprofit school lunch program account.

LEGAL REF.: Russell B. National School Lunch Act, 42 U.S.C. §1751 et seq.
 Child Nutrition Act of 1966, 42 U.S.C. §1771 et seq.
 7 C.F.R. Parts 210 and 220, Food and Nutrition Service.
 105 ILCS 125/.
 23 Ill.Admin.Code Part 305, School Food Service.

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), 6:50 (School Wellness)

ADOPTED:

Compare to current district policy 4:120, or consider adding to your manual if it is not now included.

Update Memo

PRESS

Policy Reference Education Subscription Service

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Instructions

You are encouraged to share this **PRESS** Update Memo with all board members and appropriate staff. It may be viewed and downloaded from **PRESS Online**: iasb.com/policy/login.cfm. Subscribers are mailed the current password with each **PRESS** issue.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online** – the committee worksheets and the updated Policy Reference Manual pages. The committee worksheets show suggested changes to **PRESS** material (including administrative procedures and exhibits) by striking out deleted words and underscoring new words. The updated Policy Reference Manual pages contain all of the material in this **PRESS** issue; you can use them to update your district manuals.

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 Selbee, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1231, or Kimberly Small, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1226.

Please note: Unless otherwise stated, all public acts are currently effective.

School Board

► **2:140, Communications To and From the Board.** The policy, footnotes, and Legal References are updated in response to 50 ILCS 205/20, added by P.A. 98-930, eff. 1-1-2015. School districts that maintain an Internet website, other than a social media or social networking website, must post a "mechanism, such as a uniform single email address, for members of the public to electronically communicate with elected officials." This must be done within 90 days of 1-1-2015. The following provision is added to implement this law:

Individuals may submit questions or communications for the School Board's consideration to the Superintendent or may use the electronic link to the Board's email address(es) that is posted on the District's website. In accordance with the Open Meetings Act and the Oath of Office taken by Board members, individual Board members will not (a) reply to an email on behalf of the entire Board, or (b) engage in the discussion of District business with a majority of a Board-quorum.

The Superintendent or designee shall:

1. Ensure that the home page for the District's website contains an active electronic link to the email address(es) for the School Board, and
2. Provide the Board, such as in the Board meeting packet, with all emails that are received and any feedback regarding them.

This language may be used even when the district provides each board member an individual email address. The language permits every board member to read all emails sent to the board or its members. This promotes good governance because all members are provided the same information and communications as illustrated below:

- When the district provides individual email addresses to board members, it can post a hyperlink on the district home page to an email address that will forward the communication to all 7 board members' email addresses simultaneously.
- When the district does not provide individual email addresses to board members, it can post a hyperlink on the district's home page to one email address that every board member may access.

Other ways to comply should be avoided unless they allow all board members to have equal access to communications. For example, posting a hyperlink on the district home page to a list of individual board member email addresses will not ensure that all board members have equal access to emails.

An alternative is provided for districts that do not maintain an Internet website.

Board members must be careful to avoid violating the Open Meetings Act when replying to a constituent's email. Likewise, they must be careful to abide by the provision in their oath of office stating that they "shall recognize that a board member has no legal authority as an individual and that decisions can only be made by a majority vote at a public board meeting." These issues are addressed in the footnotes.

► **2:140-E, Guidance for Board Member Communications, Including Email Use.** The exhibit is updated in response to an appellate court decision in *City of Champaign v. Madigan*, 992 N.E.2d 629 (Ill.App.4th, 2013). That decision addresses the circumstances when emails sent or received by individual members of a public body will be a *public record* and, thus, subject to disclosure under FOIA, barring an applicable exemption. This guidance is discussed in a new section of this exhibit titled: **When Must the Electronic Communications Sent or Received by Individual Board Members Be Disclosed Pursuant to a Freedom of Information Act (FOIA) Request?** Specific examples of FOIA's treatment of electronic communications from the decision are described in the exhibit as follows:

1. If an electronic communication does not pertain to public business, it is not a public record and is not subject to a FOIA request.
2. An electronic communication pertaining to public business that is:
 - a. Sent and/or received by an individual Board member using a personal electronic device and personal email address while he or she is at home or work would not be a public record. Individual Board members, alone, cannot conduct school District business. As stated earlier, emails among a majority or more of a Board-quorum violate the Open Meetings Act and, thus, are subject to disclosure during proceedings to enforce the Open Meetings Act.

- b. Sent and/or received by an individual Board member on a District-issued device or District-issued email address will be a public record and subject to FOIA. The electronic communication is under the control of the District.
- c. Received by an individual Board member on a personal electronic device and then forwarded by the Board member to a District-owned device or server will be a public record and subject to FOIA. The electronic communication is under the control of the District.
- d. Received by an individual Board member using a personal electronic device and personal email address, and then forwarded by the Board member to enough members to constitute a majority or more of a Board-quorum will be a public record and subject to FOIA. The electronic communication is in the District's possession.
- e. Either sent to or from a Board member's personal electronic device during a Board meeting will be a public record and subject to FOIA. The electronic communication is in the District's possession because Board members were functioning collectively as a public body.

► **2:250-E2, Exhibit — Immediately Available District Public Records and Web-Posted Reports and Records.** The following new requirements for web-posting are added to this exhibit:

1. "A hyperlink to an email address(es) for members of the public to communicate with the members of the Board," required by 50 ILCS 205/20, added by P.A. 98-930, eff. 1-1-2015 (must be done within 90 days of 1-1-2015).
2. "Board policy, 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*," required by 105 ILCS 5/27-23.7(b)(10) & (11), amended by P.A. 98-669.
3. "Information developed as a result of the evaluation and assessment of the bullying policy's outcomes and effectiveness," required by 105 ILCS 5/27-23.7(b)(10) & (11), amended by P.A. 98-669.

Other nonsubstantive edits are made to increase clarity.

Operational Services

► **4:10, Fiscal and Business Management.** A footnote in the policy is updated in response to indicate that P.A. 98-131 extended the time period during which a district may transfer money from specified funds for any purpose to July 1, 2016.

Ill. Office of the Comptroller (IOC) Local Debt Recovery Program for School Districts

As we reported in **PRESS** Issue 86's *Progress Report*, in an effort for the State of Illinois' Local Debt Recovery Program to assist school districts, a series of helpful discussions occurred between the Ill. Office of the Comptroller (IOC), IASB, and a group of lawyers from the Ill. Council of School Attorneys who specialize in representing the interests of local school boards.

This group highlighted the complexities school districts face in recovering debt owed to them, particularly with respect to fee waiver eligibility, and will strive to continue collaborating around these issues. The IOC is committed to working with the educational professionals and counsel with an eye toward a possible partnership in recovering unpaid debt for school districts around the State.

To assist school districts in possibly entering the IOC's Local Debt Recovery Program, we have amended the following local debt recovery materials. Remember, though, that adopting any of the following materials will not ensure entry into the IOC's Local Debt Recovery Program, nor does adopting policy 4:45, *Insufficient Fund Checks and Debt Recovery* enroll a school district in the IOC's Local Debt Recovery Program. An Intergovernmental Agreement (IGA) between the IOC and your school district is required. Contact your school board attorney for legal advice about any possible entry into the IOC's Local Debt Recovery Program.

► **4:45, Insufficient Fund Checks and Debt Recovery.** The policy is updated in response to feedback and to clarify language in the **Delinquent Debt Recovery** subhead (see discussion above). Several footnotes were amended and added.

1. Based upon subscriber feedback, we added flexibility for the superintendent and his or her designee(s) in the first sentence: "The Superintendent or designee is responsible for collecting up to the maximum fee authorized by State law for returned checks..." We amended its footnote to identify possible legal issues with this flexibility. We also added an option to continue charging the maximum fee allowed by law, which is the policy's former default language.

2. The amended text in the **Delinquent Debt Recovery** subhead should only be used if a board has interest in entering the IOC's Local Debt Recovery Program (discussed above). The new text clarifies the following issues that districts need to address to set themselves up for a possible entry into the IOC's Local Debt Recovery Program:

- a. Intergovernmental agreements (IGAs): A district must have an IGA with the IOC to participate in its Local Debt Recovery Program.
 - b. Due process: A district should be able to point to some type of uniform district-wide due process method to (1) notify individuals and entities of their delinquent debts, and (2) allow individuals and entities to challenge their debts before a referral to the IOC.
 - c. Waiver of student fees: When a waiver of student fees is requested as a challenge to delinquent debt, the district must follow its *Waiver of Student Fees* policy and it should not refer these debts to the IOC until after the district's fee waiver policy is followed.
3. For boards that have no interest in the IOC's Local Debt Recovery Program, a new footnote explains that there are other methods to collect delinquent debts owed to the school district, i.e., small claims court, private collection agencies, etc. If the district decides it will not enter the IOC's Local Debt Recovery Program, the IOC language in the policy should be deleted.

► **4:45-AP2, Administrative Procedure — Local Debt Recovery Program Implementation Procedures. NEW.**

Through discussions with various stakeholders to the IOC debt recovery process, we discovered that many individual school buildings within a school district are providing varying degrees of due process within the same district. This procedure addresses this due process issue by providing information about implementing a uniform district-wide delinquent debt recovery procedure. Implementing this procedure should involve the board attorney, along with the superintendent and building principals, who are all necessary links to a school district's successful entry into the IOC's Local Debt Recovery Program.

► **4:45-E1, Exhibit - Cover Page Documenting the Process to Seek Offset from the Illinois Office of the Comptroller.** We amended the name of this procedure to align with how IOC refers to itself. We updated the document, which serves as a cover page to communicate what steps a district took to provide due process to an individual or entity before referring a claim through the IOC's Local Debt Recovery Program.

► **4:45-E2, Exhibit — Notice of Claim and Intent to Seek Debt Recovery; Challenge; and Response to Challenge.**

We amended this exhibit to align with the discussions prior to and in 4:45, *Insufficient Fund Checks and Debt Recovery* (above). Most significantly, information about managing requests for waivers of student fees as a challenge to delinquent debt is added. Again, claims for delinquent debt involving a request for a fee waiver as a challenge to the debt should not be referred to the IOC until a district’s fee waiver process is followed.

► **4:110, Transportation.** The underscored words are added to the policy to align it with State statute:

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) ...

The footnotes now include the statutory definition of *cellular radio telecommunication device*, i.e.: “a device capable of sending or receiving telephone communications without an access line for service and which requires the operator to dial numbers manually; it does not include citizens band radios or citizens band radio hybrids, [a cell phone].” Other nonsubstantive updates are made in the footnotes.

► **4:120, Food Services.** The policy, footnotes, and Legal References are updated to comply with the new U.S. Dept. of Agriculture’s *Smart Snacks* rules (7 C.F.R. Parts 210 and 220) and the Ill. State Board of Education’s (ISBE’s) rule 23 Ill.Admin.Code Part 305, which implements the *Smart Snacks* rules. These rules are further discussed below in 4:120-AP, *Food Services; Competitive Foods; Exemptions*.

► **4:120-AP, Administrative Procedure — Food Services; Competitive Foods; Exemptions.**

This procedure is renamed and rewritten to comply with the new U.S. Dept. of Agriculture’s *Smart Snacks* rules. Those rules directed ISBE to promulgate rules that allow schools to hold exempted fundraising days to sell competitive foods to students at school. It defines competitive foods and exempted fundraising days, and it lists the number of exempted fundraising days for each grade level. The last section discusses how to request exempted fundraising days, and it explains the recordkeeping requirements for granted exempted fundraising days. A Legal Reference is updated with the amended *Smart Snacks* rule’s new title.

Note that the current ISBE rules are *emergency rules*. They will expire before the New Year. It is possible that the number of exempted fundraising days in this procedure may change with the final rule. A link is provided for users to check for the final rules and adjust the procedure’s limitations, if necessary.

► **4:130, Free and Reduced-Price Food Services.** The policy’s text is unchanged. Footnotes are updated in response to subscriber feedback and provide a new explanation of and option for school districts that receive Community Eligibility Option (CEO) reimbursements. It reads:

From time to time, the income eligibility guidelines and standards may not be necessary when reimbursements for students’ free breakfasts and lunches are claimed through the U.S. Depts. of Agriculture and Education’s Community Eligibility Option (CEO). When claiming the CEO, the District will follow its requirements.

Districts that use this option must keep the other language within this policy to comply with federal law. Other nonsubstantive edits to the footnotes were made.

► **4:150, Facility Management and Building Programs.** The footnotes and Legal References are updated; the policy is not changed. A footnote contains the following information:

105 ILCS 5/2-3.12 and 23 Ill.Admin.Code Part 180 contain the Health, Life and Safety Code. Among its mandates is the decennial safety survey report. After 1-1-2015, all “new school building construction” must include a storm shelter that meets or exceeds the ICC/NSSA Standard for the Design and Construction of Storm Shelters (ICC-500) published jointly by the International Code Council and the National Storm Shelter Association (105 ILCS 5/2-3.12, P.A. 98-883, eff. 1-1-2015).

The Legal References now include “105 ILCS 5/2-3.12.”

Personnel

► **5:10, Equal Employment Opportunity and Minority Recruitment.** The policy is updated as follows:

1. The underscored words are added to implement 775 ILCS 5/6-101, amended by P.A. 98-1050, eff. 1/1/2015: “No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, ...”
2. Blank lines are added for the insertion of email addresses for the nondiscrimination coordinator and complaint managers. This is optional, but may facilitate reporting.

In addition to other nonsubstantive edits, the footnotes are updated as follows:

1. This caution is added: “This is a complex, confusing, and highly litigated area of the law; consult the board attorney for advice on the application of these laws to specific fact situations.”

2. A footnote to the protected status of *arrest record* is augmented in response to legislation:

Districts may not make employment decisions on the basis of arrest history, but may use job-disqualifying criminal convictions (775 ILCS 5/2-103). The Job Opportunities for Qualified Applicants Act, 820 ILCS 75/, added by P.A. 98-774, eff. 1-1-2015, prohibits an employer from asking about a criminal record until the employer determines that the applicant is qualified for the position; however, this does not apply when employers are required to exclude applicants with certain criminal convictions from employment. School employers should limit their requests for criminal convictions to *job-disqualifying convictions*. See also the U.S. Equal Employment Opportunity Commission's guidance, *Consideration of Arrest and Conviction Records in Employment Decisions*, at www.eeoc.gov/laws/guidance/arrest_conviction.cfm."

3. A footnote to the protected status of *being a victim of domestic or sexual violence* explains a requirement in the Victims' Economic Security and Safety Act, 820 ILCS 180/30, amended by P.A. 98-766, i.e.:

An employer is prohibited from discriminating against any individual (e.g. an applicant for employment) because he or she "is an employee whose employer is subject to Section 21 of the Workplace Violence Prevention Act." The Workplace Violence Prevention Act (820 ILCS 275/, amended by P.A. 98-766) allows an employer to seek a *workplace protection restraining order* when there is a credible threat of violence at the workplace. Section 21 requires the employer seeking a *workplace protection restraining order* to notify the employee who is a victim of unlawful violence.

4. A footnote to the protected statuses of *pregnancy, childbirth, or related medical conditions* is augmented in response to State legislation and federal rulemaking:

Employers must provide reasonable accommodations to employees with conditions related to pregnancy or childbirth (775 ILCS 5/2-102(J), added by P.A. 98-1050, eff. 1-1-2015). Employers are required to post a notice summarizing the right to be free from unlawful discrimination and the right to certain reasonable accommodations. The Ill. Dept. of Labor is required to prepare such a notice, retrievable from its website, which employers may use.

Federal law also prohibits employers from discriminating against employees and applicants on the basis of pregnancy, childbirth, or related medical conditions (42 U.S.C. §2000e(k)). Pregnant workers with pregnancy-related impairments may have disabilities for which they may be entitled to reasonable accommodation under the ADA (42 U.S.C. §12112). Guidance from the U.S. Equal Employment Opportunity Commission (7/14/2014) is available at www.eeoc.gov/laws/guidance/pregnancy_qa.cfm.

The Legal References are updated to include Section 2-103 and 6-101 of the Human Rights Act (see #1 above in the list of policy edits) and the Job Opportunities for Qualified Applicants Act, 820 ILCS 820 ILCS 75/ (see #2 above in the list of footnote edits).

- **5:30-AP1, Administrative Procedure — Interview Questions.** In addition to several nonsubstantive updates, two new *protected statuses* are added to this procedure:

1. Interviewers should not seek information concerning a "conviction that is not on the School Code's list of disqualifying convictions." An explanation is provided that is essentially the same as #2 in the list of footnote edits for 5:30, above. The permissible interview question now states:

Have you ever been convicted of attempting to commit, conspiring to commit, soliciting, or committing any crime in the following list? (1) any sex offense or narcotics offense, as defined in Section Sec. 21B-80 of the School Code, (2) first degree murder or a Class X felony, or (3) any offense committed or attempted in any other state or against the laws of the United States that, if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

2. Interviewers should not ask whether an applicant is "a victim of domestic violence or [is] being protected under an order of protection status."

- **5:130, Responsibilities Concerning Internal Information.** The footnote to the policy's list of laws requiring confidential treatment of internal records is amended to include: "(6) any person who knowingly destroys, removes, conceals, or alters any public record with the intent to defraud any party commits a Class 4 felony (50 ILCS 205/4, amended by P.A. 98-1063)." No other changes are made.

- **5:185, Family and Medical Leave.** The policy and footnotes are updated in response to amended federal rules and to enhance clarity and resources, as follows:

1. The policy's first paragraph states that employees may use unpaid family and medical leave (FMLA leave) as guaranteed by the federal Family and Medical Leave Act. The following sentence is added: "The U.S. Department of Labor's rules (federal rules) implementing FMLA, as they may be amended from time to time, control FMLA leave."

Among other things, the footnote to this new sentence explains that "[t]he U.S. Department of Labor, Wage & Hour Division, has a very helpful website containing forms, compliance guidance, posters, etc. (www.dol.gov/whd/fmla). It also contains a link to the complete FMLA rules, 29 C.F.R. Part 825."

2. The following sentence is now a separate paragraph: "An eligible employee may take FMLA leave for up

to a combined total of 12 weeks each 12-month period, beginning September 1 and ending August 31 of the next year.”

Its footnote explains:

29 C.F.R. §825.200 lists and explains the four methods boards may choose among for determining a 12-month period in which the 12-week entitlement occurs. While using a school year may be the easiest method to administer, another method may be more suitable for the district. Before changing to a different method of calculating the 12-month period, an employer must first give all employees at least 60-days’ notice of the intended change; the transition must take place in such a way that the employees retain the full benefit of their leave entitlement under whichever method affords the greatest benefit to the employee. If the district fails to select an option, the one that provides the most beneficial outcome for employees will be used.

3. The policy lists the instances in which FMLA leave is available, including the “existence of a qualifying exigency arising out of the fact that the employee’s spouse, child, or parent is a ~~covered~~ military member on covered active duty.” The underscored and stricken words reflect changes in the federal rules.
4. Multiple definitions throughout the policy are replaced by references to the “federal rules.” The recent amendments to the federal rules have made the definitions too lengthy to restate in the policy. The footnotes provide citations.
5. A new sentence in the footnote to the section on **Eligibility** highlights that: “The default policy language exceeds federal law requirements because it provides immediate eligibility to full-time classroom teachers.” The footnote continues to provide an alternative for a board that wants to deny eligibility to classroom teachers who have not worked 12 months for the district.
6. In accordance with the revised federal rules, the **Certification** section now requires certificates to be “complete and sufficient” and signed by the individual identified in the policy.

► **5:185-AP, Administrative Procedure — Resource Guide for Family and Medical Leave.** A link to the compilation of resources, prepared by the U.S. Dept. of Labor, Wage & Hour Division, is added (www.dol.gov/whd/fmla). The table of contents for the Dept. of Labor’s rules is edited to reflect the reorganization of and changes to the federal rules. We removed the Dept. of Labor’s definitions from the procedure believing that people are better served by being directed to the official rules.

► **5:220, Substitute Teachers.** The policy, footnotes, and Legal References are updated. The following changes to the policy are intended to enhance clarity and to replace ~~certificate~~ with license as per State statute and rule:

A substitute teacher must hold either a valid teaching or substitute ~~certificate~~ license and may teach in the place of a ~~certified~~ licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year. ~~However there is a limit on the number of days that a substitute teacher may teach for any one certified teacher under contract with the District in the same school year. The following limitations apply , except as follows:~~

1. A substitute teacher holding a substitute ~~certificate~~ license may teach ~~for any one licensed teacher under contract with the District~~ only for a period not to exceed 90 school days.
2. A teacher holding a ~~valid early childhood, elementary, high school, Professional Educator License or special certificate~~ Professional Educator License with Stipulations may teach ~~for any one licensed teacher under contract with the District~~ only for a period not to exceed 120 school days.

The footnotes now include the following reminders:

- “Policy 5:30, Hiring Process and Criteria, contains the requirements for pre-employment investigations, e.g. a finger-print based criminal history records check. See also 5:30-AP2, Administrative Procedure - Investigations. Each board must require new employees to furnish evidence of a physical examination and ~~tuberculin skin test and, if appropriate, an X ray~~ freedom from communicable disease (105 ILCS 5/24-5, amended by P.A. 98-716).”
- “Substitute teaching licenses are governed by 105 ILCS 5/21B-20(3) and 23 Ill.Admin.Code §25.520.”

► **5:250, Leaves of Absence.** The policy, Legal References, and footnotes are updated. A new leave is added to the policy under the subhead **Leave to Serve as an Election Judge**, i.e.:

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days’ written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District’s employees may be absent to serve as election judges on the same election day.

A footnote gives the origin of this new leave and identifies an open question, i.e.: “This paragraph restates 10 ILCS 5/13-2.5, amended by P.A. 98-691. The statute does not state whether the notice requirement is calendar days or business days. Support for it being calendar days is found in 10 ILCS 5/1-6; support for it being business days is found in 10 ILCS 5/1-3.”

Instruction

► **6:20, School Year Calendar and Day.** This policy is updated in the footnotes and the Legal References. When a county board or board of election commissioners chooses a school to be a polling place, 10 ILCS 5/11-4.1, amended by P.A. 98-773, encourages a school district to (1) close the school or (2) hold a teachers' institute with students not in attendance.

► **6:60, Curriculum Content.** The policy is updated with other policies' name changes. The footnotes are amended to discuss:

1. 23 Ill.Admin.Code §1.420. It "recommends that activities, including student internships and observations of government in action, be a part of the instructional program where appropriate."

2. 105 ILCS 5/27-22, amended by P.A. 98-885. It allows the substitution of an advanced placement computer science course for a year of mathematics. See 6:300, *Graduation Requirements*, below for more information.

3. 105 ILCS 5/27-23.7, amended by P.A. 98-669. A new option reads:

Because of the negative outcomes associated with bullying in schools, the Ill. General Assembly has also found "that [school districts] should educate students, parents, and school district personnel about what behaviors constitute prohibited bullying" (105 ILCS 5/27-23.7(a), amended by P.A. 98-669). A board may want to add the following option:

Instruction in all grades should include educating students about behaviors that violate Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

4. 105 ILCS 110/3, amended by P.A. 98-632. It requires the comprehensive health education program to include cardiopulmonary resuscitation and automated external defibrillator use. See 6:60-AP, *Comprehensive Health Education Program*, below for more information.

5. House Resolution 824 (2014). It urges all schools in Illinois to educate youth about the dangers of using heroin and the rising numbers of accidental deaths from heroin overdoses.

6. Senate Resolution 1073 (2014), almost identical to a resolution last year, both urge all Illinois educators to share with students of an appropriate age the story of comfort women when discussing the history of Asia or World War II, or the issue of human trafficking.

7. 625 ILCS 5/6-408.5, amended by P.A. 98-718, which changed ~~GED~~ to high school equivalency in several statutes.

Legal References are amended to reflect the new laws discussed above, and the Cross References section contains an addition of 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

► **6:60-AP, Administrative Procedure — Comprehensive Health Education Program.** The procedure and footnotes are updated in response to the following legislative actions:

1. 105 ILCS 110/3, amended by P.A. 98-632. It required a new number 5. It reads:

5. In secondary schools, the program shall include: (1) cardiopulmonary resuscitation (CPR) training from a nationally recognized certifying organization, e.g., American Heart Association or American Red Cross, and (2) how to use an AED. Its corresponding footnote discusses the meaning of *secondary schools*.

2. House Resolution 824 (2014), discussed above in 6:60, *Curriculum Content*.

► **6:110, Programs for Student At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program.** The policy, Legal References, and footnotes are updated in response to legislation and to enhance clarity, as explained below:

1. The policy contains a list of conditions allowing students to enroll in a graduation incentive program. This list is nonsubstantively updated, i.e.: "5. Is enrolled in a bilingual education or ~~LEP~~ English Language Learners program." This change is made to use the same program name as used in statute and policy 6:160, *English Language Learners*.

2. "~~105 ILCS 5/2-3.64~~" is deleted from the Legal References because it was repealed by P.A. 98-972.

3. A footnote is edited to remove the obsolete explanation of a remedial program required by 105 ILCS 5/2-3.64, repealed by P.A. 98-972.

► **6:280, Grading and Promotion.** The policy, Legal References, Cross References, and footnotes are updated in response to the repeal of 105 ILCS 5/2-3.64 and the enactment of 105 ILCS 5/2-3.64a-5. The stricken and underscored words in the following indicate the changes to the policy:

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance ~~based~~ on the Illinois ~~Standards Achievement Tests, Partnership for Assessment of Readiness for College and Careers (PARCC) and/or other testing~~ assessments.

A cite in Legal References is changed, i.e., "~~105 ILCS 5/2-3.64~~ 5/2-3.64a-5." A footnote explains:

Until July 1, 2014, 105 ILCS 5/2-3.64 contained the State assessment program; it was repealed by P.A. 98-972.

105 ILCS 5/2-3.64a-5, added by P.A. 98-972, requires ISBE to "establish the academic standards that are to be applicable to students who are subject to State assessments." It contains the schedule for assessing students by calendar year and grade. ISBE selected the

Partnership for Assessment of Readiness for College and Careers (PARCC) as the State assessment and accountability measure.

► **6:280-AP, Administrative Procedure — Evaluating and Reporting Student Achievement.** In addition to nonsubstantive edits, the table is updated to:

1. Make amendments following the repeal of 105 ILCS 5/2-3.64, repealed by P.A. 98-972, to the principal's responsibility to develop a remediation plan for failing students.
2. Change the *list of directives* to the principal concerning grades to a *list of recommendations* that the principal provides the superintendent.

► **6:300, Graduation Requirements.** In addition to nonsubstantive edits, the following updates are made to the policy, footnotes, and Legal References:

1. A footnote is added providing the following information:

In accordance with 105 ILCS 5/2-3.157, added by P.A. 98-560, a school district may establish a program to recognize high school graduates who attained a high level of proficiency in one or more languages in addition to English by designating on a student's diploma and transcript a State Seal of Biliteracy. A participating school must notify ISBE of its participation by October 1 of each year or within 30 days after electing to participate, if that occurs after October 1.

2. Outdated language is removed from the policy, i.e., "To graduate from high school, unless otherwise exempted, each student is responsible for: ... (2) Completing all courses as provided in the School Code, 105 ILCS 5/27-22, according to the year in which a student ~~enters~~ the 9th grade."

The footnote to this provision states:

The escalating graduation requirements in 105 ILCS 5/27-22 have timed-out such that only the final list of required courses is applicable. 105 ILCS 5/27-22, amended by P.A. 98-885, allows the substitution of an advanced placement computer science course for a year of mathematics. For specific requirements, see 6:300-E2, *State Law Graduation Requirements*, and 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-entering Students*.

3. A change is made to the policy following the repeal of 105 ILCS 5/2-3.64 and the enactment of 105 ILCS 5/2-3.64a-5, P.A. 98-972, i.e.: "To graduate from high school, unless otherwise exempted, each student is responsible for: ... (5) ~~Taking the Prairie State Achievement Examination~~ Participating in State assessments that are required for graduation by 105 ILCS 5/2-3.64a-5, unless the student is exempt according to 105 ILCS 5/2-3.64."

A footnote to this provision explains:

The requirement to take the Prairie State Achievement Examination (PSAE) has ended (105 ILCS 5/2-3.64, repealed by P.A. 98-972). A new section (105 ILCS 5/2-3.64a-5, added by P.A. 98-972) states that "[s]tudents who are not assessed for college and career ready determinations may not receive a regular high school diploma unless the student is exempted..." ISBE selected the Partnership for Assessment of Readiness for College and Careers (PARCC) assessments (www.isbe.net/assessment/parcc.htm). Some students, particularly out-of-state student-transferees, may have problems fulfilling the diploma requirement depending on when the applicable PARCC is administered. Contact the board attorney for assistance.

4. Text is deleted from the policy to align with 105 ILCS 5/22-27, i.e.: "Upon application, an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict will be awarded a diploma, provided that he or she: (1) ..., (2) .., and (3) has not received a high school diploma ~~or General Educational Development (GED) diploma.~~"

► **6:300-E2, Exhibit — State Law Graduation Requirements.** This exhibit quotes the list of high school courses required for graduation by 105 ILCS 5/27-22; obsolete provisions are deleted. P.A. 98-885 amended Section 27-22 by permitting a school board to allow a student to substitute an Advanced Placement computer course for a high school mathematics course.

► **6:310, High School Credit for ~~Alternative Courses and Programs, and Non-District Experiences; Course Substitutions; Re-entering Students.~~** The policy is rewritten and amended in response to legislation. The policy is now organized under three subheads, described below. Footnotes explain the requirements and the options.

Credit for Non-District Experiences. This section consolidates all of the non-district experiences for which a student may receive high school credit. A footnote explains that "[e]ach board may choose for which, if any, of the listed non-district experiences the district will grant high school credit." An alternative is provided if a district does not grant credit for any of the listed experiences.

Substitution for Required Courses. This section contains the following four sub-sections:

- Vocational or technical education
- Advanced placement computer science - this is optional, but allowed by 105 ILCS 5/27-22, amended by P.A. 98-885
- Substitutions for physical education
- Volunteer service credit

Re-Entering Students. This section explains that individuals younger than 21 years of age may re-enter high school. It contains a list of activities for which re-entering students may receive credit.

► **6:340, Student Testing and Assessment Program.** The policy, footnotes, Cross References and Legal References are updated in response to the repeal of 105 ILCS 5/2-3.64 and the enactment of 105 ILCS 5/2-3.64a-5, added by P.A. 98-972. See 6:300, *Graduation Requirements*, above, for an explanation. An option is added for boards that do not want to exceed State law requirements concerning reports to parents/guardians. A footnote outlines changes to the *school climate survey* made by P.A. 98-648 to 105 ILCS 5/2-3.153.

Students

► **7:50, School Admissions and Student Transfers To and From Non-District Schools.** The policy, footnotes, and Cross References are updated. We added an optional sentence in the text to address a new Section of the Military Compact Act at 105 ILCS 70/33, added by P.A. 98-673. It reads, “Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade level in which they studied at the school from which they transferred, if the transfer occurs during the District’s school year, or (b) the grade level following the last grade completed.” The Military Compact Act discusses transfers to and from schools and placement of children of active military duty personnel. More amendments are made below in 7:50-AP, *School Admissions and Student Transfers To and From Non-District Schools* and 7:100, *Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students*.

The first sentence in the **Student Transfers To and From Non-District Schools** subhead now reads, “A student may transfer into or out of the District according to State law and procedures developed by the Superintendent or designee.”

Footnotes are amended throughout to clarify and explain:

1. Early admission based upon a child’s readiness to attend school in footnote 6, “Using this exception defeats the age requirement rules because it only relies upon a child’s readiness, regardless of his or her age.”
2. Presenting a certified copy of a student’s birth certificate is a missing children’s law enforcement issue that **may not be used for denying enrollment**. New text in footnote 7 reads, “See Guidance Documents subhead in 7:50-AP, School Admissions and Student Transfers To and From Non-District Schools, for more information about enrollment and residency issues.”
3. New citations for the Military Compact Act throughout in response to P.A. 98-673.

We amended Cross References renaming materials as follows, “6:310 (~~*High School Credit for Alternative Courses and Programs, and Non-District Experiences; Course Substitutions; Re-Entering Students*~~).”

► **7:50-AP, Administrative Procedure — School Admissions and Student Transfers To and From Non-District Schools.** The procedure, footnotes, and Legal References are updated in response to P.A. 98-673, amending 105 ILCS 70/32(a), recent *Dear Colleague Letters*, and ISBE’s annual registration and enrollment guidance document. Two new subheads were added. They are titled:

1. **Annual Review.** Due to the Office of Civil Rights (OCR) increasing activity initiating compliance visits in school districts, we added this subhead in response to some recent *Dear Colleague Letters* from OCR. The subhead text reads, “The Superintendent or designee reviews this procedure to ensure it is consistent with applicable State and federal laws.”
2. **Guidance Documents.** Several non-regulatory guidance documents from the OCR and ISBE’s annual registration and enrollment guidance document are listed here.

We added citations for the Military Compact Act throughout the procedure in response to P.A. 98-673. It discusses transfers to and from schools and placement of children of active military duty personnel. Citations to online links were also updated.

The footnotes are amended to discuss the OCR *Dear Colleague Letters*. Footnote 2 was moved into the text of the procedure as a “Note” and amended. The Legal References now include the citation to the Military Compact Act.

► **7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students.** The policy text, footnotes, and Legal References are updated. In response to a new administrative rule 77 Ill. Admin. Code Part 695 and the Military Compact Act (discussed above in 7:50-AP, *School Admissions and Student Transfers To and From Non-District Schools*), we amended the text within the first subhead **Required Health Examinations and Immunizations** as follows:

A student’s parent(s)/guardian(s) shall present proof that the student received a health examination ~~and~~, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health, within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school, regardless of the student’s grade (including nursery school, special education, ~~h~~Head_sStart programs operated by ele-

mentary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required from students in grades 6 and 12, beginning with the 2015-2016 school year.

We omitted all unchanged policy text until the following change in the last paragraph:

~~Until June 30, 2015,~~ A student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if her or she has proof...is properly submitted.

Footnotes that discuss the Military Compact Act were amended in response to the new public act. Other footnotes and the Legal References are amended to discuss 77 Ill. Admin Code Part 695, that requires immunizations against meningococcal disease at certain ages.

- ▶ **7:220, Bus Conduct.** A footnote to the section on **Electronic Recordings on School Buses** now discusses the impact of two Ill. Supreme Court decisions declaring the criminal eavesdropping statute to be unconstitutional. It states:

This section is optional; it contains the statutory prerequisites for districts that want to use electronic audio and visual recording devices on school buses (720 ILCS 5/14-3(m). These required prerequisites are contained in an exception to the criminal eavesdropping statute that prohibits recording a conversation without the consent of all parties. Two Ill. Supreme Court decisions declared the criminal eavesdropping statute to be unconstitutionally overbroad in violation of the first amendment. *People v. Melongo*, 6 N.E.3d 120 (2014), and *People v. Clark*, 6 N.E.3d 154 (2014). The enforceability of the statute containing exceptions to a crime that no longer exists is questionable until the General Assembly amends the criminal eavesdropping statute to correct its deficiency.

Anticipating that the criminal eavesdropping statute will be legislatively corrected, districts may wish to continue following the requirements in the statutory exceptions. These require (1) the school board to adopt a policy authorizing electronic recordings, and (2) the district to provide notice as provided in the sample policy.

- ▶ **7:220-AP, Administrative Procedures — Electronic Recordings on School Buses.** A new footnote discusses the impact of two Ill. Supreme Court decisions. It is almost identical to the new footnote in 7:220, quoted above.
- ▶ **7:270, Administering Medicines to Students.** The text of the policy, footnotes and its Administrative Procedure References are amended in response to 105 ILCS 5/22-30, amended by P.A. 98-795.

The text in the first sentence of the **Self-Administration of Medication** subhead was amended to read “A student may possess an epinephrine auto-injector (EpiPen®) and/or ~~asthma~~ asthma medication prescribed for ~~asthma for immediate~~ use at the student’s discretion provided the student’s parent/guardian has completed and signed a “*School Medication Authorization Form.*”

The second subhead was renamed **School District Supply of Undesignated Epinephrine Auto-Injectors**, and its amended text now reads:

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesignated epinephrine auto-injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine auto-injector means an epinephrine auto-injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine auto-injector to a person when they, in good faith, believe a person is having an anaphylactic reaction.

This section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for ~~school undesignated~~ epinephrine auto-injectors ~~and a standing protocol~~ from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District’s prescription for undesignated school epinephrine auto-injectors.

Upon any administration of an undesignated epinephrine auto-injector, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Upon implementation of this ~~subsection and Section 22-30(f) of the School Code~~ policy, the protections from liability and hold harmless provisions as explained in Section 22-30(c) of the School Code apply.

Footnotes discuss 105 ILCS 5/22-30, amended by P.A. 98-795, and the Administrative Procedure Reference is updated with a renamed procedure, discussed below in 7:270-AP2, *Checklist for District Supply of Undesignated Epinephrine Auto-Injectors*.

- ▶ **7:270-AP1, Administrative Procedures — Dispensing Medication.** The procedure is updated in response to the following:

1. 105 ILCS 5/22-30, amended by P.A. 98-795 (discussed immediately above). Text now reads, “*Medications includes an epinephrine auto-injector (EpiPen®) and asthma inhaler medication (105 ILCS 5/22-30(a), amended by P.A. 98-795).*”
2. The Public Self-Care of Diabetes Act, 410 ILCS 135/, added by P.A. 98-844, requires new text. It reads, “Last, the Public Self-Care of Diabetes Act allows a

person with diabetes (or a parent/guardian of a person with diabetes) to self-administer insulin (or administer insulin) in any location, public or private, where the person is authorized to be irrespective of whether the injection site is uncovered during or incidental to the administration of insulin (P.A. 98-844)."

- Subscriber feedback that the following text is outdated, "Unless these arrangements can be made, the student must forego the field trip."

► **7:270-AP2, Administrative Procedures — Checklist for District Supply of Undesignated Epinephrine Auto-Injectors.** The following procedure is renamed and substantially updated throughout to incorporate 105 ILCS 5/22-30, amended by P.A. 98-795 (see the discussion in 7:270, *Administering Medicines to Students*, above).

► **7:270-E, Exhibit- School Medication Authorization Form.** This form is updated throughout to incorporate 105 ILCS 5/22-30, amended by P.A. 98-795 (see the discussion in 7:270, *Administering Medicines to Students*, above).

Community Relations

► **8:20, Community Use of School Facilities.** The policy is unchanged. A footnote discusses 10 ILCS 5/11-4.1, amended by P.A. 98-773 (discussed above in 6:20, *School Year Calendar and Day*).

Progress Report: The contents of this table frequently change.

Topics	Our Response
<p>Physical Fitness Assessment (P.A. 98-859) The law requires a Taskforce to submit recommendations on physical fitness assessments on or before April 1, 2014. ISBE must then create rules for implementing physical fitness assessments by Dec. 31, 2015. Implementation of physical fitness assessments will occur during the school year 2016-2017.</p>	<p>We will amend PRESS materials when ISBE finishes its rules.</p>
<p>Online Concussion Certificates (P.A. 98-1011) Online concussion awareness training is mandatory for all high school coaching personnel, including the head and assistant coaches, and the athletic directors. Coaching personnel and athletic directors hired before the effective date of this law must be certified by Aug. 19, 2015. Coaching personnel and athletic directors hired on and after Aug. 19, 2014 must be certified before the starting date of their position. In addition, student athletes are required to view the Ill. High School Association's video about concussions.</p>	<p>We will amend PRESS materials over the 2015 school year. Boards hiring coaching personnel and athletic directors after Aug. 19, 2014 should view screencast-o-matic.com/watch/c2iZYZnJPI for more information about compliance with this law.</p>
<p>E-Rate Spending and Transparency The Federal Communications Commission (FCC) enacted changes this summer to the Universal Service Fund E-Rate program to provide \$2 billion in funding over the next two years for Wi-Fi connectivity to the nation's schools and libraries. Wi-Fi connectivity, however, still requires a fixed wireline infrastructure. Other various E-Rate spending and transparency reforms were enacted.</p>	<p>We will monitor this development and amend PRESS as necessary in response to this change.</p>
<p>5:330, Sick Days, Vacation, Holidays, and Leaves We have received feedback about the PRESS Issue 86 amendments to this material. We are working to amend the policy's language and plan for it to be included in our January 2015 PRESS Issue 88.</p>	<p>Please refer all questions on this policy to Kimberly Small at 630-629-3776 x1226 and/or your board attorney.</p>

Revisions to Policies, Administrative Procedures and Exhibits

Number and Title	Action The memo describes the revisions.
2:140, Communications To and From the Board	Policy, Legal References, and footnotes are updated in response to legislation.
2:140-E, Guidance for Board Member Communications, Including Email Use	A section is added in response to an Illinois Appellate Court decision.
2:250-E2, Exhibit - Immediately Available District Public Records and Web-Posted Reports and Records	Exhibit is updated in response to legislation.
4:10, Fiscal and Business Management	Footnotes are updated in response to legislation.
4:45, Insufficient Fund Checks and Debt Recovery	Policy and footnotes are updated in response to feedback and to clarify language in the Delinquent Debt Recovery subhead.
4:45-AP2, Administrative Procedure - Local Debt Recovery Implementation Procedures	NEW
4:45-E1, Exhibit - Cover Page Documenting the Process to Seek Offset from the Illinois Office of the Comptroller	Renamed and updated to document uniform district-wide due process for certifying debt to the Ill. Office of the Comptroller.
4:45-E2, Exhibit - Notice of Claim and Intent to Seek Debt Recovery; Challenge; and Response to Challenge.	Amended to (1) align with 4:45, <i>Insufficient Fund Checks and Debt Recovery</i> and (2) address requests for waivers of student fees as a challenge to delinquent debt.
4:110, Transportation	Policy and footnotes are updated to align with State statute.
4:120, Food Services	Policy, footnotes, and Legal References are updated to comply with <i>Smart Snacks</i> rules.
4:120-AP, Administrative Procedure - Food Services; Competitive Foods; Exemptions	Renamed and rewritten to comply with <i>Smart Snacks</i> rules.
4:130, Free and Reduced-Price Food Services	Policy is unchanged. Footnotes updated with (1) subscriber feedback, and (2) a new option for districts that receive Community Eligibility Option (CEO) reimbursements.
4:150, Facility Management and Building Programs	Footnotes and Legal References are updated in response to legislation.
5:10, Equal Employment Opportunity and Minority Recruitment	Policy, footnotes, and Legal References are updated in response to legislation and guidance from the U.S. Office of Civil Rights.
5:30-AP1, Administrative Procedure - Interview Questions	Procedure is updated in response to legislation.
5:130, Responsibilities Concerning Internal Information	A footnote is updated in response to legislation.
5:185, Family and Medical Leave	Policy and footnotes are updated in response to federal rule-making.
5:185-AP, Administrative Procedure - Resource Guide for Family and Medical Leave	Procedure is updated in response to federal rulemaking.
5:220, Substitute Teachers	Policy, Legal References, and footnotes are updated in response to legislation.
5:250, Leaves of Absence	Policy, Legal References, and footnotes are updated in response to legislation.
6:20, School Year Calendar and Day	Footnotes and Legal References updated in response to legislation.
6:60, Curriculum Content	Policy, Legal References, Cross References, and footnotes updated in response to rules and legislative action.
6:60-AP, Administrative Procedure - Comprehensive Health Education Program	Procedure and footnotes are updated in response to legislative action.
6:110, Programs for Student At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program	Policy, Legal References, and footnotes are updated in response to legislation.

Revisions to Policies, Administrative Procedures and Exhibits

continued

Number and Title	Action
6:280, Grading and Promotion	Policy, Legal References, Cross References, and footnotes are updated in response to legislation.
6:280-AP, Administrative Procedure - Evaluating and Reporting Student Achievement	Procedure is updated in response to legislation and to enhance clarity and organization.
6:300, Graduation Requirements	Policy, Legal References, and footnotes are updated in response to legislation.
6:300-E2, Exhibit - State Law Graduation Requirements	Exhibit is updated in response to legislation and to delete out-of-date provisions.
6:310, <u>High School Credit for Alternative Courses and Programs, and Non-District Experiences; Course Substitutions; Re-Entering Students</u>	The name is changed and the policy is rewritten to enhance organization and clarity, and in response to legislation.
6:340, Student Testing and Assessment Program	Policy, footnotes, Legal References, and Cross References are updated in response to legislation.
7:50, School Admissions and Student Transfers To and From Non-District Schools	Policy, footnotes, and Cross References are updated in response to legislation and non-regulatory guidance documents.
7:50-AP, Administrative Procedure - School Admissions and Student Transfers To and From Non-District Schools	Procedure, footnotes and Legal References are updated for the same reasons discussed above in 7:50, <i>School Admissions and Student Transfers To and From Non-District Schools</i> .
7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students	Policy, footnotes, and Legal References are updated in response to rules and legislation.
7:220, Bus Conduct	A footnote is updated in response to an Illinois Supreme Court decisions.
7:220-AP, Administrative Procedures - Electronic Recordings on School Buses	A footnote is added in response to an Illinois Supreme Court decisions.
7:270, Administering Medicines to Students	Policy, footnotes, and Administrative Procedure References are amended in response to legislation.
7:270-AP1, Administrative Procedures - Dispensing Medication	Updated in response to legislation and subscriber feedback.
7:270-AP2, Administrative Procedures - Checklist for District Supply of <u>Undesignated</u> Epinephrine Auto-Injectors	Renamed and substantially updated for same reasons as 7:270, <i>Administering Medicines to Students</i> , above.
7:270-E, Exhibit - School Medication Authorization Form	Updated for same reasons as 7:270, <i>Administering Medicines to Students</i> , above.
8:20, Community Use of School Facilities	Policy unchanged. Footnote addresses the legislation discussed in 6:20, <i>School Year Calendar and Day</i> .

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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**Tax Levy Information
Putnam County CUSD 535
November, 2014**

Tax Levy and Tax Rate

When a school district makes its tax levy, it sets or requests a specific amount of money to be collected on its behalf by county officials. Whether or not a district receives all of the dollars it requests will be related directly to the total equalized assessed valuation (E.A.V.) of the district. The levy requested will be forthcoming only if the E.A.V. allows those dollars to be generated by the tax rate allowable to the district by State law or referendum.

How to Determine Tax Rate:

$$\frac{\text{Amount of Dollars Needed}}{\text{E.A.V.}} \times 100 = \text{Tax Rate}$$

How to Determine Income:

$$\frac{\text{E.A.V.}}{100} \times \text{Tax Rate} = \text{Income}$$

***Based upon the Rate Setting E.A.V. of \$128,029,565, our projected income will be \$5,057,167.82. This amount is generated utilizing the 3.95% tax rate from last year. (The tax revenue would be generated as a result of the projected E.A.V. and the increased Tort Levy.)**

**Tax Levycontinued
November, 2014**

$$\frac{\text{E.A.V.}}{100} \quad \text{X Tax Rate} = \text{Income}$$

$$\frac{\$128,029,565}{100} \quad \text{X } 3.95\% = \$5,057,167.82$$

***The above estimate demonstrates the amount of tax dollars that could be generated in the tax levy, specifically if we include the additional amount in the Tort Fund.**

Recommendation to Approve Tentative Tax Levy

As superintendent, I recommend approval of the 2014 Tentative Tax Levy for Putnam County CUSD 535.

Rationale

Please note that the Putnam County Tax Assessor has set the tentative EAV at \$128,029,565. Please note the attachment which provides detailed tax levy information utilizing this projected EAV. This represents a slight decrease from last year's EAV. I will review the tax levy process at our upcoming meeting.

District Goal

Maintain strong fiscal responsibility in the Putnam County School District.

535 - Unit School District 535

Assessor Estimated EAV Report by Tax District
Putnam County

Totals	
Board of Review Abstract	148,636,127
- Exemptions	0
- Under Assessed	0
+ State Assessed	1,512,751
Total EAV	150,148,878
- Tif Increment / Ezone	22,119,313
Rate Setting EAV	128,029,565

New Construction	
Commercial	0
Farm	0
Industrial	0
Local Rail Road	0
Mineral	0
Residential	0
Total	0

Exemption Category	Commercial		Farm		Industrial		Local Rail Road		Mineral		Residential		State Rail Road		Totals	
	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count	Value	Count
Parcel Count		285		1,836		63		0		20		2,944		0		5,148
Board of Review Abstract	8,689,245		36,247,891		43,863,241		0		1,901		59,853,849		0		148,636,127	0
- Home Improvement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Veterans	0	0	0	0	3,588	0	0	0	0	0	0	0	0	0	1,509,163	0
+ State Assessed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,509,163	0
- EAV	8,689,245	0	36,247,891	0	43,866,829	0	0	0	1,901	0	59,853,849	0	0	0	150,148,878	0
- Senior Assessment Freeze	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Owner Occupied	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Senior Citizen's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Disabled Person	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Disabled Veteran	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Returning Veteran	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Fraternal Freeze	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Vol Freeze	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Under Assessed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- E-Zone	271,667	4	1,858,090	4	19,958,556	9	0	0	0	0	0	0	0	0	22,119,313	14
- TIF	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Drainage	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
= Taxable Value	8,397,578		34,388,801		23,874,685		0		1,901		59,853,849		0		128,029,565	0

PUTNAM COUNTY CUSD #535
BOARD OF EDUCATION EXECUTIVE SESSION AGENDA
Nov 17, 2014
6:30 P.M.

- I. Three day suspension of Employee 141501
- II. Discrimination Charge - Burdette

Recommendation to Approve Three Day Suspension of Employee 141501

As superintendent, I recommend approval of a three day suspension without pay for Employee 141501.

Rationale

A thorough investigation was completed by Mr. Carlson and Mr. McCracken regarding an incident by a first year junior high teacher. Two attorneys, Dennis Weedman and Walt Zukowski, were consulted in this matter to ensure appropriate disciplinary measures. (I was advised by both attorneys that I could not share detailed information to the Board because of potential due process rights that could lead to a full Board hearing. I will be able to provide some information regarding this matter during the executive session. In advance, I apologize that I could not provide more information to you prior to the upcoming Board meeting.)

District Goal

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

U.S. Equal Employment Opportunity Commission

<p>Mr. Jay McCracken Superintendent PUTNAM COUNTY CUSD 535 402 E. Silverspoon Ave Granville, IL 61326</p>	<p>PERSON FILING CHARGE</p> <p style="text-align: center;">Keri L. Burdette</p> <p>THIS PERSON (check one or both)</p> <p><input checked="" type="checkbox"/> Claims To Be Aggrieved</p> <p><input type="checkbox"/> Is Filing on Behalf of Other(s)</p> <hr/> <p>EEOC CHARGE NO. 440-2015-00216</p>
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NOTICE OF CHARGE OF DISCRIMINATION

(See the enclosed for additional information)

This is notice that a charge of employment discrimination has been filed against your organization under:

- Title VII of the Civil Rights Act (Title VII)
 The Equal Pay Act (EPA)
 The Americans with Disabilities Act (ADA)
- The Age Discrimination in Employment Act (ADEA)
 The Genetic Information Nondiscrimination Act (GINA)

The boxes checked below apply to our handling of this charge:

1. No action is required by you at this time.
2. Please call the EEOC Representative listed below concerning the further handling of this charge.
3. Please provide by **15-DEC-14** a statement of your position on the issues covered by this charge, with copies of any supporting documentation to the EEOC Representative listed below. Your response will be placed in the file and considered as we investigate the charge. A prompt response to this request will make it easier to conclude our investigation.
4. Please respond fully by to the enclosed request for information and send your response to the EEOC Representative listed below. Your response will be placed in the file and considered as we investigate the charge. A prompt response to this request will make it easier to conclude our investigation.
5. EEOC has a Mediation program that gives parties an opportunity to resolve the issues of a charge without extensive investigation or expenditure of resources. If you would like to participate, please say so on the enclosed form and respond by **18-NOV-14** to **Julie C. Bretz, ADR Coordinator, at (312) 869-8052**. If you DO NOT wish to try Mediation, you must respond to any request(s) made above by the date(s) specified there.

For further inquiry on this matter, please use the charge number shown above. Your position statement, your response to our request for information, or any inquiry you may have should be directed to:

Benjamin Arnold,
Investigator

EEOC Representative

Telephone **(312) 869-8139**

Chicago District Office
500 West Madison St
Suite 2000
Chicago, IL 60661
Fax: (312) 869-8220

Enclosure(s): Copy of Charge

CIRCUMSTANCES OF ALLEGED DISCRIMINATION

- Race
 Color
 Sex
 Religion
 National Origin
 Age
 Disability
 Retaliation
 Genetic Information
 Other

See enclosed copy of charge of discrimination.

Date November 5, 2014	Name / Title of Authorized Official Julianne Bowman, Acting District Director	Signature
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<p>CHARGE OF DISCRIMINATION</p> <p>This form is affected by the Privacy Act of 1974. See enclosed Privacy Act Statement and other information before completing this form.</p>	<p>Charge Presented To: Agency(ies) Charge No(s):</p> <p><input type="checkbox"/> FEPA</p> <p><input checked="" type="checkbox"/> EEOC 440-2015-00216</p>
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Illinois Department Of Human Rights and EEOC
State or local Agency, if any

Name (indicate Mr., Ms., Mrs.) Mrs. Keri L. Burdette	Home Phone (incl. Area Code) (815) 326-0104	Date of Birth 02-02-1984
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Street Address City, State and ZIP Code
646 Christie Street, Ottawa, IL 61350

Named is the Employer, Labor Organization, Employment Agency, Apprenticeship Committee, or State or Local Government Agency That I Believe Discriminated Against Me or Others. (If more than two, list under PARTICULARS below.)

Name PUTNAM COUNTY HIGH SCHOOL	No. Employees, Members 101 - 200	Phone No. (Include Area Code) (815) 882-2800
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Street Address City, State and ZIP Code
402 E. Silverspoon Ave, Granville, IL 61326

Name	No. Employees, Members	Phone No. (Include Area Code)
	NOV 03 2014	

Street Address City, State and ZIP Code

CHICAGO DISTRICT OFFICE

<p>DISCRIMINATION BASED ON (Check appropriate box(es).)</p> <p> <input type="checkbox"/> RACE <input type="checkbox"/> COLOR <input type="checkbox"/> SEX <input type="checkbox"/> RELIGION <input type="checkbox"/> NATIONAL ORIGIN <input type="checkbox"/> RETALIATION <input type="checkbox"/> AGE <input checked="" type="checkbox"/> DISABILITY <input type="checkbox"/> GENETIC INFORMATION <input type="checkbox"/> OTHER (Specify) </p>	<p>DATE(S) DISCRIMINATION TOOK PLACE</p> <p>Earliest Latest</p> <p style="text-align: right;">10-03-2014</p> <p><input type="checkbox"/> CONTINUING ACTION</p>
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THE PARTICULARS ARE (If additional paper is needed, attach extra sheet(s)):

I began my employment with Respondent on or about June 20, 2014. My position was Special Education Aide. Respondent was aware of my disability. After requesting a reasonable accommodation, on or about October 3, 2014, I was discharged.

I believe I was discriminated against because of my disability, and in retaliation for engaging in protected activity, in violation of the Americans with Disabilities Act of 1990, as amended.

<p>I want this charge filed with both the EEOC and the State or local Agency, if any. I will advise the agencies if I change my address or phone number and I will cooperate fully with them in the processing of my charge in accordance with their procedures.</p> <p>I declare under penalty of perjury that the above is true and correct.</p> <p style="text-align: center;"> <u>10/30/14</u> <u>Keri L Burdette</u> Date Charging Party Signature </p>	<p>NOTARY – When necessary for State and Local Agency Requirements</p> <p>I swear or affirm that I have read the above charge and that it is true to the best of my knowledge, information and belief.</p> <p>SIGNATURE OF COMPLAINANT</p> <p>SUBSCRIBED AND SWORN TO BEFORE ME THIS DATE (month, day, year)</p>
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U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION
Chicago District Office

500 West Madison St., Suite 2000
Chicago, IL 60661
TEL (312) 869-4000
TTY (312) 869-4001
MEDIATION FAX (312) 869-4060

INVITATION TO MEDIATE

Dear Respondent:

This is an invitation to participate in the EEOC's Mediation Program regarding the enclosed charge of employment discrimination. Mediation is a no-cost, voluntary, and confidential opportunity to work with a third party neutral and Charging Party to discuss and resolve the EEOC charge before the EEOC investigates the charge. If you choose to participate in mediation, there is no requirement that you submit a position statement or make any response to the charge at this time. If the matter is resolved through mediation, no EEOC investigation will occur.

Below are a few of the many important benefits of the EEOC's Mediation Program:

- **Mediation is fair, neutral, and voluntary.** Participation in mediation does not constitute an admission by Respondent of any violation of the statutes enforced by the EEOC. Parties have the opportunity for equal contribution to the process and in deciding settlement terms. The mediator is not a decision-maker and will not evaluate whether there has been discrimination.
- **Mediation works, saves time and money, and avoids litigation.** In the Chicago District Office, over 70% of all cases in mediation are resolved through mediation, thereby avoiding the possibility of lengthy and costly litigation. Most mediations are completed in one session. Because mediation is an informal process, legal or other representation is not required.
- **Mediation proceedings are confidential.** The EEOC does not share any information obtained during the mediation process with anyone outside the Mediation Unit, whether or not the charge is resolved. Mediation avoids disclosure of private or sensitive matters.

Please fill out the enclosed forms regarding your contact information and willingness to mediate and return to Julie Bretz, ADR Coordinator for the Mediation Program, within ten (10) days of the Charge date. If you have questions regarding whether mediation is right for you, please contact Ms. Bretz by telephone at (312) 869-8058 or by fax at (312) 869-8060.

If all parties agree to mediate, the charge will be referred to a mediator, and you will be contacted in the near future to arrange for a mediation conference. If there is an objection to mediation, the charge will be forwarded to a Chicago District Office Enforcement Unit for investigation.

Sincerely,

John P. Rowe

John P. Rowe
District Director



U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION
Chicago District Office

500 West Madison St., Suite 2000
Chicago, IL 60661
Main Office (312) 469-4000
TTY (312) 469-4001
Mediation Fax (312) 469-8060

Acceptance/Objection to Mediation

1. This Acceptance/Objection is submitted to Julie Bretz, ADR Coordinator, Equal Employment Opportunity Commission, with respect to the referral to mediation of:

EEOC Charge Number _____

Charging Party _____

Respondent _____

2. The undersigned is (check one):

_____ (a) the Charging Party

_____ (b) an officer/official of the Respondent

_____ (c) attorney of record in this matter for _____ (a), _____ (b).

3. I/my client have/has reviewed the materials provided by the EEOC describing its mediation services, and are fully informed regarding the benefits and responsibilities involved in use of those services.

4. Upon due consideration, I/my client have/has determined to (check one):

_____ Accept referral of the above-referenced Charge to mediation. It is understood that you will be contacted by the mediator assigned to this Charge in the near future to arrange for a mediation conference date.

_____ Object to referral of the above-referenced Charge to mediation. It is understood that rejection of EEOC mediation services is a waiver of the opportunity to use these services, which will result in the referral of this Charge to investigation upon receipt of this submission.

_____ Undecided at this time and requesting contact by the Mediation Unit to discuss.

Date

Signature of Party/Attorney

Name: _____

Phone: _____

Address: _____

Fax: _____

Email: _____



U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION
Chicago District Office

500 West Madison Street, Suite 2000
Chicago, IL 60661
Main Office: (312) 869-4000
Chicago TTY: (312) 469-3001
Mediation Fax: (312) 369-3060

DESIGNATION OF REPRESENTATIVE

Please identify the person who will be handling the Charge for your organization and return this form to the Chicago District Office, to the person identified below, within 10 days of service.

EEOC Charge Number: _____

Charging Party

-and-

Respondent

On behalf of Respondent:

Name: _____

Title: _____

Company Name: _____

Mailing Address: _____ **Fax:** _____

_____ **E-mail:** _____

Telephone: _____ **Date:** _____

Please Fax or Mail To:

Julie Bretz, ADR Coordinator
Equal Employment Opportunity Commission
500 W. Madison Street, Suite 2000
Chicago, IL 60661
Phone: (312) 869-8058; Fax (312) 869-8060

PRO BONO ATTORNEY REPRESENTATION DURING MEDIATION

After a Charge of Discrimination filed with EEOC is determined to be eligible for mediation, and all parties have agreed to mediation, a mediator will schedule a mediation conference. The purpose of the mediation conference is to resolve the charge to the satisfaction of the parties.

The mediator is neutral and does not represent either party. You do not need an attorney to represent you during the mediation conference, but you might benefit from legal representation. EEOC does not provide attorneys to the parties, but one of the community organizations listed below may be able to find attorney representation for you at no charge. These organizations are qualified legal providers, but may differ in the issues they cover. They all can help you understand the requirements of the employment discrimination laws and the relief you might seek during mediation.

Please do not call any of these organizations until you have been informed by EEOC that the employer has agreed to mediate your charge.

1. **Loyola University Law School Mediation Advocacy Clinic**
Elizabeth Simon, Esq., 25 East Pearson Avenue, Chicago, IL 60611
(Voice) (708) 205-7503; (Fax) (708) 209-1498; (email) esimon2@luc.edu.
2. **Chicago Lawyers' Committee for Civil Rights Under Law, Inc.**
100 North LaSalle Street, Ste. 600, Chicago, IL 60602-2403
(Voice) (312) 630-9744; (TDD) (312) 630-9749; (Fax) (312) 630-1127
Web site: www.clccrul.org
3. **Legal Assistance Foundation of Metropolitan Chicago**
Timothy Huizenga, 120 South LaSalle, Ste. 900, Chicago, IL 60603
(Voice) (312) 347-8377; (TDD) (312) 431-1206; (Fax) (312) 612-1477
Web site: www.lafchicago.org Email: thuiz@lafchicago.org
4. **Equip for Equality**, 20 North Michigan Avenue, Ste. 300, Chicago, IL 60602.
(Voice) (312) 630-9744; (TDD) (312) 630-9749; (Fax) (312) 341-0295; Web site:
www.equipforequality.org (Disability cases only.)

You can visit the web sites of these organizations for more information. Please note that this free representation is limited to the mediation process. The representation will generally end when the mediation ends, whether or not the case has settled. When you call the organization, please tell the person answering the phone that you are calling about representation for an EEOC mediation. Due to the large number of people requesting representation, these organizations may not be able to represent all charging parties who request representation. If the organization is not able to take your case, you may still proceed with mediation.

Notice To Respondents

Read This Notice Immediately Upon Receipt

In response to feedback from representatives of the Respondent community, the Chicago District Office has further modified its charge investigation and resolutions' procedures. Input from business representatives has focused on two requests: that EEOC should complete its investigations more expeditiously, and that ADR methods are made more available to support quick, amicable charge resolutions where appropriate. In order to meet these needs, our procedures will change, with respect to all charges filed on or after October 1, 1998. Meeting these goals is a shared effort. In order that the parties may benefit from more timely and helpful service from us, all parties must bear their own responsibilities as participants in the charge investigation/resolution process. We direct your attention to the following information regarding your obligations, some of which may be new to you.

A. Charge Investigation

Enclosed with this Notice is a "Notice of Charge of Discrimination," which includes instructions regarding your response to the charge. Although responses indicated on that document are mandatory, you may at any time submit evidence and/or statements of position in response to the charge. We encourage you to make the earliest possible submission, both because evidence made available immediately is generally more credible than that produced reluctantly, and because an early response generally will aid us in resolving charges expeditiously.

Instructions for the required response to the charge are contained in three numbered entries on the Notice of Charge. These remarks relate to those entries.

1. No required action - This may be indicated on your Notice of Charge for a number of reasons. Generally, the Commission has determined to proceed with the investigation in some manner than a written request for a response in writing. In this event, you should expect to be contacted soon by the Commission Representative with specific requests, for example, to produce certain witnesses for an interview or to arrange access to your facility. Again, note that this in no way prohibits you from submitting other statements or evidence, all of which will be considered.

2. Statements of Position - Where this "request is indicated, it is necessary for you to provide a substantive statement of your position in response to the allegations made against your organization. We have extended the due date for this statement to 30 days from issuance of the Notice of Charge. Frequently, you will be able to submit your response in a shorter time, and we strongly encourage you to make the earliest possible submission, for the reasons given above. Thus, 30 days is not a standard response time, but rather the maximum allowable time period; in light of this expanded response time, requests for extension of the response time will not be entertained. You should also note that the Notice of Charge requires that your statement be accompanied by the documentary evidence supporting each of your assertions. In appropriate situations, this may include affidavits of management officials of your organizations, but often business records will serve this purpose. Note, however, that only statements which are (1) substantive (rather than mere denials of allegations), (2) timely submitted, and (3) adequately supported by evidence are responsive to this request. Failure to provide a responsive submission subjects Respondent to certain possible consequences. First, we may draw an inference from non-responsiveness that the charge is true, and issue such findings based on the charge and the lack of rebuttal. Alternatively, we may proceed against your organization as a non-cooperating Respondent, by issuing subpoenas for the testimony of officials and the production of records.

INFORMATION ON CHARGES OF DISCRIMINATION

EEOC RULES AND REGULATIONS

Section 1601.15 of EEOC's regulations provides that persons or organizations charged with employment discrimination may submit a statement of position or evidence regarding the issues covered by this charge.

EEOC's recordkeeping and reporting requirements are found at Title 29, Code of Federal Regulations (29 CFR): 29 CFR Part 1602 (see particularly Sec. 1602.14 below) for Title VII and the ADA; 29 CFR Part 1620 for the EPA; and 29 CFR Part 1627, for the ADEA. These regulations generally require respondents to preserve payroll and personnel records relevant to a charge of discrimination until disposition of the charge or litigation relating to the charge. (For ADEA charges, this notice is the written requirement described in Part 1627, Sec. 1627.3(b)(3), .4(a)(2) or .5(c), for respondents to preserve records relevant to the charge – the records to be retained, and for how long, are as described in Sec. 1602.14, as set out below). Parts 1602, 1620 and 1627 also prescribe record retention periods – generally, three years for basic payroll records and one year for personnel records. Questions about retention periods and the types of records to be retained should be resolved by referring to the regulations.

Section 1602.14 Preservation of records made or kept. Where a charge ... has been filed, or an action brought by the Commission or the Attorney General, against an employer under Title VII or the ADA, the respondent ... shall preserve all personnel records relevant to the charge or the action until final disposition of the charge or action. The term *personnel records relevant to the charge*, for example, would include personnel or employment records relating to the aggrieved person and to all other aggrieved employees holding positions similar to that held or sought by the aggrieved person and application forms or test papers completed by an unsuccessful applicant and by all other candidates or the same position as that for which the aggrieved person applied and was rejected. The date of *final disposition of the charge or the action* means the date of expiration of the statutory period within which the aggrieved person may bring [a lawsuit] or, where an action is brought against an employer either by the aggrieved person, the Commission, or the Attorney General, the date on which such litigation is terminated.

NOTICE OF NON-RETALIATION REQUIREMENTS

Section 704(a) of Title VII, Section 207(f) of GINA, Section 4(d) of the ADEA, and Section 503(a) of the ADA provide that it is an unlawful employment practice for an employer to discriminate against present or former employees or job applicants, for an employment agency to discriminate against any individual, or for a union to discriminate against its members or applicants for membership, because they have opposed any practice made an unlawful employment practice by the statutes, or because they have made a charge, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing under the statutes. The Equal Pay Act contains similar provisions. Additionally, Section 503(b) of the ADA prohibits coercion, intimidation, threats, or interference with anyone because they have exercised or enjoyed, or aided or encouraged others in their exercise or enjoyment, of rights under the Act.

Persons filing charges of discrimination are advised of these Non-Retaliation Requirements and are instructed to notify EEOC if any attempt at retaliation is made. Please note that the Civil Rights Act of 1991 provides substantial additional monetary provisions to remedy instances of retaliation or other discrimination, including, for example, to remedy the emotional harm caused by on-the-job harassment.

NOTICE REGARDING REPRESENTATION BY ATTORNEYS

Although you do not have to be represented by an attorney while we handle this charge, you have a right, and may wish to retain an attorney to represent you. If you do retain an attorney, please give us your attorney's name, address and phone number, and ask your attorney to write us confirming such representation.