Regular Meeting

Monday, December 20, 2021 6:00 PM
Central 301 District Office, 275 South St, P.O. Box 396, Burlington, IL 60109

1. **Meeting Call to Order - President Gorman**
A. Roll Call
B. Approval of Agenda
2. **Pledge of Allegiance**
3. **Public Open Forum**
A. Recognition of Visitors
1) Public Comments
4. **Action Reports**
A. Consent Agenda
1) Minutes - Regular Meeting November 15, 2021
2) Treasurer's Reports
3) Payment of Bills
4) Board Policy Updates -
B. Approve the Resolution for the 2021 Tax Levy
C. Approve the Affiliations Agreements between Northern Kane County Region 110 and Animal Clinic of Randall Point, Animal Eye Consultants --- Elgin, and Army Trail Animal Hospital for Student Veterinary Assistant Clinical Experience
D. Approve the 10 Year Life Health Safety Plan
5. **Information Items**
A. Enrollment Update
B. Mobile Unit Installation and Capital Project Update
C. Bus Bid 2022-2023
D. Draft School Calendar 2022-2023
6. **Freedom of Information Act (FOIA)**
A. Karen Garcia - Smartprocure Requested Current Employee Contact Information
7. **Executive Session**
A. Adjourn to Closed Session to hear information regarding:
The appointment, employment, resignation, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against legal counsel for the public body to determine its validity [5 ILCS 120/2(c)(1)]. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning the salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]. To consider the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2(c)(10)]. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. [5 ILCS 120/2(c)(11)]. The setting of a price for sale or lease of property owned by the public body. [5 ILCS 120/2(c)(6)]
B. Open Session
C. Action Items from Closed Session
D. Approve the Personnel Report

E. Ratify Settlement Agreement with Student #12677

8. **Board Open Forum**

9. **Adjourn**

Central Community Unit School District 301
Board of Education Minutes

Where:	Central CUSD #301 District Office	Meeting:	Regular
Date:	November 15, 2021,	Time:	6:00 p.m.

Board Members Present		**Administrators Present**	
Afeef, Junaid	Y	Stirn, Todd	Y
Falk, Marc	N	Mongan, Esther	Y
Hemphill, Dornetia	Y	Pflug, Daina	Y
Nolan, Eric	Y	Ahlsted, Carrie	N
Penar, Mitch	Y	Barr, Christine	N
Rabe, Laura	Y	Birkmeier, Shayne	N
Gorman, Jeff	Y	Britts-Axen, Cathy	N
		Diversey, Steve	N
		Engle, Graydon	N
		Farrington, Sarah	N
		Haug, Matthew	N
		Jurs, Rebecca	N
		Lewis, Kim	N
		McCastland, Kerrie	N
		Mills, Sophia	N
		Mirenda, Pamela	N
		Moretti, Megan	N
		Paszt, Alex	N
		Polowy, Dan	Y
		Porto, Pam	N
		Potsic, Mike	N
		Schreiber, Jill	N
		Sharp, Lindsey	N
		Testone, Chris	N
		Tobin, Brian	Y
		Vaughn, Michelle	N
		Walter, Carie	N

Roll Call — Roll was called at 6:00 p.m.

Present: Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
Absent: Falk

Secretary Pro-Tem — Motion by Nolan, second by Hemphill, to appoint Member Penar secretary pro-tem.

Voting yes: Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Falk

Approve Agenda	Motion by Afeef, second by Hemphill, to approve the agenda as presented.	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk
Consent Agenda	Motion by Nolan, second by Afeef, to approve the consent agenda as presented.	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk
301 Audit	Motion by Nolan, second by Afeef, to approve the Central 301 FY21 Audit as presented.	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk
NKCRV #110 Audit	Motion by Nolan, second by Penar, to approve the Northern Kane County Regional Vocational System (NKCRV #110) FY 21 Audit as presented.	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk
Tentative Tax Levy	Motion by Nolan, second by Hemphill, to approve tentative Tax Levy as presented	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk
Affiliation Agreement	Motion by Nolan, second by Afeef, to approve the affiliation agreement with Bartlett Animal Hospital.	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk
Overnight Trip	Motion by Afeef, second by Nolan to approve the overnight trip for two boys to compete in the State cross country meet that occurred November 5 & 6, 2021	
	Voting yes:	Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
	Voting no:	None
	Absent:	Falk

Executive Session — Motion by Nolan, second by Hemphill, to adjourn open session and move into executive session at 6:59 p.m.

Voting yes: Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Falk

Open Session — Motion by Nolan, second by Afeef, to adjourn executive session and return to open session at 9:39 p.m.

Voting yes: Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Falk

Personnel Report — Motion by Nolan, second by Afeef, to approve the November 15, 2021, personnel report as presented.

Voting yes: Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Falk

Adjourn — Motion by Nolan, second by Afeef, to adjourn at 9:42 p.m.

Voting yes: Afeef, Hemphill, Nolan, Penar, Rabe, Gorman
Voting no: None
Absent: Falk

BOE Meeting

1. Roll Call
2. Pledge of Allegiance
3. Public Open Forum
   - 3.1 Public Comments – Dr. Stirn and President Gorman welcomed guests attending in person and virtually.
   - 3.2 Public Comments – Community member comments included, the new sex ed curriculum from the State Board of Education, critical race theory, communication, mental health of students, masks and students, and the problems the vaccine is causing. Teacher stress and burnout was also commented on.
   - 3.3 Presentation of Central's Audit – Kathy Naughton from Eder, Casella and Company presented and reviewed the audit. The audit was clean, and no management letter was needed. The auditors evaluate the district's internal controls and then test them. No issues were found.
   - 3.4 Presentation of Northern Kane County Regional Vocational System's Audit – Ms. Naughton also reviewed this audit. There were no adverse accounting issues identified, and no management letter was required..
4. Action Items
   - 4.1 Consent Agenda– Business Manager Pflug presented the financials for November.

Revenues are currently at 33.58% compared to 41.70% a year ago. Expenditures are at 26.04% compared to 27.43% a year ago. The district received impact fees for 10 new home starts in September totaling $56,813.62, and 16 home starts in October totaling $113,970. Transition fees totaling $4,190.04 were received. A bond payment is included in the bills payable. Kathy Naughton presented the audit, and we will ask for approval. Finally, the tentative tax levy will be reviewed.

4.2 Approve the Central301 FY21 Audit -- The audit was presented by Kathy Naughton. The audit was clean and was without issues that need to be corrected.

4.3 Approve the Northern Kane Regional Vocational System's Audit Report – This audit was also presented by Kathy Naughton. The audit was clean and without issues that need to be corrected.

4.4 Approve Tentative Tax Levy -- Business Manager Pflug reviewed the tentative tax levy. Ms. Pflug is anticipating a 3.25% increase in new operating dollars. The bond payments will increase, bringing the operating and debt service extension to approximately $55,378,700 provided the estimated EAV is close to $836,060,000 and new construction is close to $15,00,000.

4.5 Approve an Affiliation Agreement between Northern Kane County Region 110 and Bartlett Animal Hospital, P.C. -- This agreement allows students to get veterinary assistant clinical experience.

4.6 Approve Boys Cross Country Overnight Trip – two boys (Yusaf Baig and Ryan Kries) attended the IHSA State meet November 5th and 6th in East Peoria.

5. Information Items

5.1 Enrollment – This report includes data from 19-20, 20-21 and 21-22. Enrollment numbers are compared by year and then by cohort. District 301 is one of the few districts experiencing growth and one of the fastest growing school districts in the State.

5.2 Ten Year Health Life Safety – Director Polowy reported that a health life safety visit is required every 10 years. The architect surveys buildings and reports what things need to be updated. Once we receive the final plan of improvements it will need board approval. Director Polowy updated the board on the mobile classrooms. Lily Lake and Country Trails will be the first location to be delivered mid-December and installation will take place over winter break. Prairie View and HBT will follow. Next month Director Polowy will update the installations and capital projects.

5.3 Governor Pritzker's Executive Order Update – the last mandate was set to expire November 13th. Although the Governor stated he would modify the mask mandate before the holidays, he signed a new order that is set to expire December 11, 2021.

6.0 Freedom of Information Act (FOIA)

6.1 Zoe Yalcin Smartprocure – requested information on purchases from July to October 2021.

6.2 Joe Hart the Illinois Education Association – requested the names, date of hire,

building and hours worked per day and year of all non-certified staff not part of the Central Education Association.

6.0 Executive Session
- 6.1 Adjourn Executive Session
- 6.2 Return to Open Session
- 6.3 Action Items from Closed Session
- 6.3.1 The personnel report for November 15, 2021, was approved

7.0 Adjourn

Jeff Gorman, President

Mitch Penar, Secretary, Pro-Tem

FD	Description	November 2021-22 Beginning Balance	November 2021-22 Deposits	November 2021-22 Withdrawals	November 2021-22 Monthly Activity	Ending Balance
10	IMPREST-DISTRICT	1,863.78		635.36	-635.36	1,228.42
10	IMPREST-CHS	2,444.35	3,000.00	3,112.00	-112.00	2,332.35
10	CASH IN BANK-EDUCATION	4,606,458.26	3,886,239.67	3,449,902.18	436,337.49	5,042,795.75
10	CASH IN BANK - PAYROLL	1,010.59	2,376,950.01	2,377,311.75	-361.74	648.85
10	PAYFLEX ACCOUNT	6,343.58	7,704.46	12,145.60	-4,441.14	1,902.44
10	DEBIT CARD ACCOUNT		2,378.53	2,378.53		
10	PETTY CASH	1,380.00				1,380.00
10	INVESTMENT- BUSINESS NOW/SWEEP	27,690,620.22	269,162.06	2,930,347.89	-2,661,185.83	25,029,434.39
10		32,310,120.78	6,545,434.73	8,775,833.31	-2,230,398.58	30,079,722.20
20	IMPREST-DISTRICT					
20	CASH IN BANK-O&M	647,196.05	345,548.15	501,953.85	-156,405.70	490,790.35
20	CASH IN BANK - PAYROLL	780.33	163,744.82	163,690.22	54.60	834.93
20	INVESTMENT-BUSINESS NOW/SWEEP	7,694,828.09	39,842.88		39,842.88	7,734,670.97
20		8,342,804.47	549,135.85	665,644.07	-116,508.22	8,226,296.25
30	CASH IN BANK-DEBT SERVICE	415,229.34	5,571,402.97	5,940,000.00	-368,597.03	46,632.31
30	INVESTMENT-BUSINESS NOW/SWEEP	8,542,998.26	61,545.18	5,450,000.00	-5,388,454.82	3,154,543.44
30		8,958,227.60	5,632,948.15	11,390,000.00	-5,757,051.85	3,201,175.75
40	IMPREST-DISTRICT					
40	CASH IN BANK-TRANSPORTATION	737,914.79	269.00	240,898.52	-240,629.52	497,285.27
40	CASH IN BANK - PAYROLL	750.85	187,400.65	187,475.12	-74.47	676.38
40	INVESTMENT-BUSINESS NOW/SWEEP	4,938,911.20	19,955.45		19,955.45	4,958,866.65
40		5,677,576.84	207,625.10	428,373.64	-220,748.54	5,456,828.30
50	CASH IN BANK-IMRF	82,183.19	404,980.31	257,937.74	147,042.57	229,225.76
50	CASH IN BANK-PAYROLL		104,890.71	104,890.71		
50	INVESTMENT-BUSINESS NOW/SWEEP	2,543,244.05	16,013.47	300,000.00	-283,986.53	2,259,257.52
50		2,625,427.24	525,884.49	662,828.45	-136,943.96	2,488,483.28
60	CASH IN BANK-CAPITAL PROJECT	1,283,409.99	49,380.86		49,380.86	1,332,790.85
60	INVESTMENTS-BUSINESS NOW/SWEEP	1,761,512.97	40.19		40.19	1,761,553.16
60		3,044,922.96	49,421.05		49,421.05	3,094,344.01
70	CASH IN BANK-WORKING CASH	443.66				443.66
70	INVESTMENT-BUSINESS NOW/SWEEP	2,543,158.41	747.57		747.57	2,543,905.98
70		2,543,602.07	747.57		747.57	2,544,349.64
80	CASH IN BANK-TORT	10,244.84	50,000.01	34,094.64	15,905.37	26,150.21
80	INVESTMENT- BUSINESS NOW/SWEEP	914,634.53	6,686.16	50,000.00	-43,313.84	871,320.69
80		924,879.37	56,686.17	84,094.64	-27,408.47	897,470.90
	Grand Asset Totals	64,427,561.33	13,567,883.11	22,006,774.11	-8,438,891.00	55,988,670.33

Number of Accounts: 27

********** End of report **********

Central Community Unit School Dist. 301
Revenue Summary Report
November 2021

	2021-22 Original Budget	% of Fund	November MTD	2021-22 FYTD	Remaining Budget	FYTD Percent
10-Education Fund						
Total Local Revenue	37,012,960.00	56.13%	403,251.44	18,134,819.24	18,878,140.76	49.00%
Total State Revenue	26,291,111.00	39.87%	355,112.04	1,646,014.99	24,645,096.01	6.26%
Total Federal Revenue	2,635,783.00	4.00%	454,262.34	899,031.02	1,736,751.98	34.11%
Total Education Fund	**65,939,854.00**	**100.00%**	**1,212,625.82**	**20,679,865.25**	**45,259,988.75**	**31.36%**
20-O&M Fund						
Total Local Revenue	5,576,000.00	54.19%	43,767.91	2,616,032.81	2,959,967.19	46.92%
Total State Revenue	1,369,335.00	13.31%	340,767.00	1,363,068.00	6,267.00	99.54%
Total Federal Revenue	3,344,212.00	32.50%	-	-	3,344,212.00	0.00%
Total O&M Fund	**10,289,547.00**	**100.00%**	**384,534.91**	**3,979,100.81**	**6,310,446.19**	**38.67%**
30-Debt Service Fund						
Total Local Revenue	8,566,600.00	100.00%	182,948.15	4,404,601.10	4,161,998.90	51.42%
Total Debt Service Fund	**8,566,600.00**	**100.00%**	**182,948.15**	**4,404,601.10**	**4,161,998.90**	**51.42%**
40-Transportation Fund						
Total Local Revenue	2,638,990.00	52.14%	19,955.47	1,262,021.29	1,376,968.71	47.82%
Total State Revenue	2,422,400.00	47.86%	-	1,356,802.85	1,065,597.15	56.01%
Total Transportation Fund	**5,061,390.00**	**100.00%**	**19,955.47**	**2,618,824.14**	**2,442,565.86**	**51.74%**
50-IMRF/SS Fund						
Total Local Revenue	2,156,280.00	100.00%	16,013.51	1,061,159.08	1,095,120.92	49.21%
Total IMRF/SS Fund	**2,156,280.00**	**100.00%**	**16,013.51**	**1,061,159.08**	**1,095,120.92**	**49.21%**
60-Capital Projects Fund						
Total Local Revenue	479,800.00	100.00%	49,421.05	49,606.91	430,193.09	10.34%
Total Capital Projects Fund	**479,800.00**	**100.00%**	**49,421.05**	**49,606.91**	**430,193.09**	**10.34%**
70-Working Cash Fund						
Total Local Revenue	87,385.00	100.00%	747.57	43,938.82	43,446.18	50.28%
Total Working Cash Fund	**87,385.00**	**100.00%**	**747.57**	**43,938.82**	**43,446.18**	**50.28%**
80-Tort Fund						
Total Local Revenue	891,410.00	100.00%	6,686.17	421,682.07	469,727.93	47.31%
Total Tort Fund	**891,410.00**	**100.00%**	**6,686.17**	**421,682.07**	**469,727.93**	**47.31%**
Revenue-All Funds						
1000 Total Local Revenue	57,409,425.00	61.42%	722,791.27	27,993,861.32	29,415,563.68	48.76%
3000 Total State Revenue	30,082,846.00	32.18%	695,879.04	4,365,885.84	25,716,960.16	14.51%
4000 Total Federal Revenue	5,979,995.00	6.40%	454,262.34	899,031.02	5,080,963.98	15.03%
Total Revenue-All Funds	**93,472,266.00**	**100.00%**	**1,872,932.65**	**33,258,778.18**	**60,213,487.82**	**35.58%**

Central Community Unit School Dist. 301
Revenue Detail Report
November 2021

Account Number	Description	2021-22 Original Budget	November MTD	2021-22 FYTD	Remaining Budget	FYTD Percent
10R000 1110 0000	TAXES	28,964,385.00	223,663.85	14,150,205.84	14,814,179.16	48.85%
10R000 1140 0000	SPECIAL ED TAXES	5,923,425.00	44,809.08	2,834,869.96	3,088,555.04	47.86%
10R001 1510 0000	INTEREST	19,500.00	689.34	2,960.96	16,539.04	15.18%
10R002 1611 0000	LUNCH, STUDENTS	272,000.00	47,265.53	240,737.52	31,262.48	88.51%
10R002 1620 0000	LUNCH, ADULTS	4,050.00	-	-	4,050.00	0.00%
10R000 1711 0000	ATHLETIC ADMISSION	17,000.00	280.00	21,025.00	(4,025.00)	123.68%
10R000 1720 0000	ATHLETIC PART FEE	76,000.00	17,620.00	77,820.00	(1,820.00)	102.39%
10R002 1720 0000	OTHER FEES	172,100.00	23,050.12	118,312.54	53,787.46	68.75%
10R000 1790 0000	ACTIVITY ACCOUNTS REVENUE	440,000.00	-	-	440,000.00	0.00%
10R000 1811 0000	TEXTBOOK INCOME	450,000.00	18,597.49	226,006.73	223,993.27	50.22%
10R000 1830 0000	TECHNOLOGY FEES	250,000.00	3,094.47	85,261.45	164,738.55	34.10%
10R000 1930 0000	TRANSITION FEES	140,000.00	4,190.04	33,615.08	106,384.92	24.01%
10R000 1950 0000	REFUND OF PRIOR YEAR EXPEND	20,000.00	1,044.33	219,096.41	(199,096.41)	1095.48%
10R000 1970 0000	DRIVERS ED B-T-W	45,000.00	852.19	26,933.02	18,066.98	59.85%
10R002 1991 0000	CAREER PATHWAYS	189,500.00	-	76,500.00	113,000.00	40.37%
10R000 1999 0000	OTHER LOCAL REVENUES	30,000.00	18,095.00	21,474.73	8,525.27	71.58%
Total Local Revenue		**37,012,960.00**	**403,251.44**	**18,134,819.24**	**18,878,140.76**	**49.00%**
10R000 3001 0000	EVIDENCE-BASE FUNDING	6,177,595.00	340,767.00	1,363,062.00	4,814,533.00	22.06%
10R001 3001 0000	EVIDENCE-BASE FUNDING-MV COOP	208,540.00	-	34,757.24	173,782.76	16.67%
10R002 3001 0000	EVIDENCE BASED FUNDING-ALOP	-	12,513.63	12,513.63	(12,513.63)	0.00%
10R000 3100 0000	SPECIAL ED - PRIVATE FACILITY	200,000.00	-	186,348.44	13,651.56	93.17%
10R000 3120 0000	SPECIAL ED - ORPHANAGE	2,000.00	-	-	2,000.00	0.00%
10R000 3220 0000	CAREER & TECHNICAL EDUCATION	26,502.00	1,831.41	19,404.43	7,097.57	73.22%
10R000 3235 0000	CTE AGRICULTURE EDUCATION	4,700.00	-	883.00	3,817.00	18.79%
10R002 3235 0000	CTE FFA 3 CIRCLES GRANT	21,574.00	-	-	21,574.00	0.00%
10R000 3360 0000	STATE FREE LUNCH & BREAKFAST	2,000.00	-	3,019.78	(1,019.78)	150.99%
10R000 3370 0000	DRIVER ED	35,000.00	-	25,445.02	9,554.98	72.70%
10R000 3998 0000	TRS-ON BEHALF PAYMENTS	19,600,000.00	-	-	19,600,000.00	0.00%
10R000 3999 0000	OTHER STATE REVENUE	10,000.00	-	-	10,000.00	0.00%
10R001 3999 0000	LIBRARY GRANT	3,200.00	-	581.45	2,618.55	18.17%
Total State Revenue		**26,291,111.00**	**355,112.04**	**1,646,014.99**	**24,645,096.01**	**6.26%**
10R000 4210 0000	NAT'L SCHOOL LUNCH PROGRAM	5,000.00	-	4,968.80	31.20	99.38%
10R000 4225 0000	SUMMER FOOD SERVICE PROGRAM	750,000.00	329,943.34	398,929.27	351,070.73	53.19%
10R000 4300 0000	TITLE I LOW INCOME	285,650.00	-	90,036.00	195,614.00	31.52%
10R000 4400 0000	TITLE IV-A SSAE GRANT	25,800.00	-	-	25,800.00	0.00%
10R000 4600 0000	IDEA PRESCHOOL	7,181.00	650.00	674.00	6,507.00	9.39%
10R000 4620 0000	IDEA FLOW THROUGH	790,619.00	105,640.00	180,452.00	610,167.00	22.82%
10R000 4625 0000	IDEA FLOW THROUGH ROOM & BOARD	100,000.00	-	-	100,000.00	0.00%
10R000 4745 0000	CARL PERKINS	20,744.00	389.00	13,632.97	7,111.03	65.72%
10R000 4905 0000	TITLE III IEP GRANT	1,200.00	-	1,200.00	-	100.00%
10R000 4909 0000	TITLE III ELL-TBE/TPI LIPLEPS	35,235.00	17,640.00	18,231.00	17,004.00	51.74%
10R001 4909 0000	TITLE III EL BILINGUAL ED PD	4,000.00	-	3,818.00	182.00	95.45%
10R000 4932 0000	TITLE II-TEACHER QUALITY	55,814.00	-	3,974.00	51,840.00	7.12%
10R000 4991 0000	MEDICAID MATCHING-ADMIN OUTREACH	90,000.00	-	64,476.27	25,523.73	71.64%
10R000 4992 0000	MEDICAID MATCHING-FEE FOR SVC	55,000.00	-	53,450.71	1,549.29	97.18%
10R000 4998 0000	ESSER GRANT (CARES ACT)	107,760.00	-	65,188.00	42,572.00	60.49%
10R002 4998 0000 0(	ESSER II GRANT (CRRSA)	158,315.00	-	-	158,315.00	0.00%
10R003 4998 0000 0(	ESSER III GRANT (ARP)	143,465.00	-	-	143,465.00	0.00%
Total Federal Revenue		**2,635,783.00**	**454,262.34**	**899,031.02**	**1,736,751.98**	**34.11%**
Total Education Fund		**65,939,854.00**	**1,212,625.82**	**20,679,865.25**	**45,259,988.75**	**31.36%**
20R000 1111 0000	TAXES	5,262,350.00	39,638.74	2,507,764.56	2,754,585.44	47.65%
20R000 1230 0000	CORP PERSONAL PROPERTY TAX	151,000.00	-	52,862.83	98,137.17	35.01%
20R001 1510 0000	INTEREST	6,150.00	204.17	941.27	5,208.73	15.31%
20R001 1720 0000	PARKING FEES	29,000.00	75.00	30,425.00	(1,425.00)	104.91%
20R000 1910 0000	RENTALS	82,500.00	3,850.00	11,581.00	70,919.00	14.04%
20R000 1950 0000	REFUND OF PRIOR YEAR EXPENDITURES	15,000.00	-	-	15,000.00	0.00%
20R000 1999 0000	OTHER REVENUE	30,000.00	-	12,458.15	17,541.85	41.53%
Total Local Revenue		**5,576,000.00**	**43,767.91**	**2,616,032.81**	**2,959,967.19**	**46.92%**
20R000 3001 0000	EVIDENCE-BASE FUNDING	1,319,335.00	340,767.00	1,363,068.00	(43,733.00)	103.31%
20R000 3925 0000	SCHOOL MAINTENANCE GRANT	50,000.00	-	-	50,000.00	0.00%

Central Community Unit School Dist. 301
Revenue Detail Report
November 2021

Account Number Description	2021-22 Original Budget	November MTD	2021-22 FYTD	Remaining Budget	FYTD Percent
Total State Revenue	**1,369,335.00**	**340,767.00**	**1,363,068.00**	**6,267.00**	**99.54%**
20R000 4998 0000 ESSER GRANT (CARES ACT)	15,312.00	-	-	15,312.00	0.00%
20R002 4998 0000 ESSER II GRANT (CRRSA)	884,155.00	-	-	884,155.00	0.00%
20R003 4998 0000 ESSER III GRANT (ARP)	2,444,745.00	-	-	2,444,745.00	0.00%
Total Federal Revenue	**3,344,212.00**	-	-	**3,344,212.00**	**0.00%**
Total O&M Fund	**10,289,547.00**	**384,534.91**	**3,979,100.81**	**6,310,446.19**	**38.67%**
30R000 1112 0000 TAXES	8,041,400.00	61,337.17	3,880,526.66	4,160,873.34	48.26%
30R001 1510 0000 INTEREST	3,200.00	208.06	799.44	2,400.56	24.98%
30R000 1930 0000 IMPACT FEES	522,000.00	121,402.92	523,275.00	(1,275.00)	100.24%
Total Local Revenue	**8,566,600.00**	**182,948.15**	**4,404,601.10**	**4,161,998.90**	**51.42%**
Total Debt Service Fund	**8,566,600.00**	**182,948.15**	**4,404,601.10**	**4,161,998.90**	**51.42%**
40R000 1113 0000 TAXES	2,632,390.00	19,838.54	1,255,096.02	1,377,293.98	47.68%
40R000 1415 0000 FIELD TRIP FEES	500.00	-	-	500.00	0.00%
40R001 1510 0000 INTEREST	4,100.00	116.93	595.40	3,504.60	14.52%
40R000 1999 0000 OTHER REVENUE	2,000.00	-	6,329.87	(4,329.87)	316.49%
Total Local Revenue	**2,638,990.00**	**19,955.47**	**1,262,021.29**	**1,376,968.71**	**47.82%**
40R000 3500 0000 STATE AID, REGULAR	1,492,000.00	-	860,081.88	631,918.12	57.65%
40R000 3510 0000 STATE AID, SPECIAL ED	930,400.00	-	496,720.97	433,679.03	53.39%
Total State Revenue	**2,422,400.00**	-	**1,356,802.85**	**1,065,597.15**	**56.01%**
Total Transportation Fund	**5,061,390.00**	**19,955.47**	**2,618,824.14**	**2,442,565.86**	**51.74%**
50R000 1114 0000 IMRF TAXES	1,046,590.00	7,965.97	503,969.94	542,620.06	48.15%
50R000 1151 0000 SOC SEC/MEDICARE TAXES	1,046,590.00	7,965.97	503,969.94	542,620.06	48.15%
50R000 1230 0000 CORP PERSONAL PROPERTY TAX	60,000.00	-	52,862.84	7,137.16	88.10%
50R001 1510 0000 INTEREST	3,100.00	81.57	356.36	2,743.64	11.50%
Total Local Revenue	**2,156,280.00**	**16,013.51**	**1,061,159.08**	**1,095,120.92**	**49.21%**
Total IMRF/SS Fund	**2,156,280.00**	**16,013.51**	**1,061,159.08**	**1,095,120.92**	**49.21%**
60R001 1510 0000 INTEREST	1,800.00	40.19	226.05	1,573.95	12.56%
60R000 1930 0000 IMPACT FEES	478,000.00	49,380.86	49,380.86	428,619.14	10.33%
Total Local Revenue	**479,800.00**	**49,421.05**	**49,606.91**	**430,193.09**	**10.34%**
Total Capital Projects Fund	**479,800.00**	**49,421.05**	**49,606.91**	**430,193.09**	**10.34%**
70R000 1115 0000 TAXES	85,365.00	689.40	43,615.78	41,749.22	51.09%
70R001 1510 0000 INTEREST	2,020.00	58.17	323.04	1,696.96	15.99%
Total Local Revenue	**87,385.00**	**747.57**	**43,938.82**	**43,446.18**	**50.28%**
Total Working Cash Fund	**87,385.00**	**747.57**	**43,938.82**	**43,446.18**	**50.28%**
80R000 1120 0000 TAXES	880,710.00	6,663.87	421,593.24	459,116.76	47.87%
80R001 1510 0000 INTEREST	700.00	22.30	88.83	611.17	12.69%
80R000 1999 0000 REFUND PRIOR YEAR EXPENDITURES	10,000.00	-	-	10,000.00	0.00%
Total Local Revenue	**891,410.00**	**6,686.17**	**421,682.07**	**469,727.93**	**47.31%**
Total Tort Fund	**891,410.00**	**6,686.17**	**421,682.07**	**469,727.93**	**47.31%**
Revenue-All Funds					
1000 Total Local Revenue	57,409,425.00	722,791.27	27,993,861.32	29,415,563.68	48.76%
3000 Total State Revenue	30,082,846.00	695,879.04	4,365,885.84	25,716,960.16	14.51%
4000 Total Federal Revenue	5,979,995.00	454,262.34	899,031.02	5,080,963.98	15.03%
Total Revenue-All Funds	**93,472,266.00**	**1,872,932.65**	**33,258,778.18**	**60,213,487.82**	**35.58%**

Central Community Unit School Dist. 301
Expenditure Summary by Fund Report
November 2021

	2021-22 Original Budget	% of Fund	November MTD	2021-22 FYTD	Encumbered Amount	Budget Remaining	FYTD Percent
10-Education							
1000 Salaries	28,500,721.00	41.92%	2,374,037.75	11,465,133.79	-	17,035,587.21	40.23%
2000 Benefits	8,351,150.00	12.28%	623,167.28	3,220,688.23	-	5,130,461.77	38.57%
3000 Purchased Services	3,552,332.00	5.23%	102,663.00	842,058.24	223,986.28	2,486,287.48	30.01%
4000 Supplies	3,432,557.00	5.05%	183,449.77	600,955.70	163,606.85	2,667,994.45	22.27%
5000 Capital Outlay	248,200.00	0.37%	-	6,198.10	-	242,001.90	2.50%
6000 Other/Dues/Fees	23,377,600.00	34.39%	139,832.31	569,741.16	78,502.04	22,729,356.80	2.77%
7000 Non-Capital Equipment	522,898.00	0.77%	9,102.81	13,049.56	64,691.00	445,157.44	14.87%
Total Education Fund	**67,985,458.00**	**100.00%**	**3,432,252.92**	**16,717,824.78**	**530,786.17**	**50,736,847.05**	**25.37%**
20-O&M							
1000 Salaries	2,283,220.00	21.02%	162,873.74	803,672.92	-	1,479,547.08	35.20%
2000 Benefits	592,100.00	5.45%	40,265.86	193,811.89	-	398,288.11	32.73%
3000 Purchased Services	1,100,000.00	10.13%	59,281.01	372,939.37	55,083.47	671,977.16	38.91%
4000 Supplies	1,504,312.00	13.85%	113,850.79	507,742.28	37,602.71	958,967.01	36.25%
5000 Capital Outlay	5,103,900.00	46.99%	115,284.86	587,069.88	34,704.00	4,482,126.12	12.18%
6000 Other/Dues/Fees	102,000.00	0.94%	-	-	-	102,000.00	0.00%
7000 Non-Capital Equipment	175,000.00	1.61%	11,474.05	45,352.54	2,850.00	126,797.46	27.54%
Total O&M	**10,860,532.00**	**100.00%**	**503,030.31**	**2,510,588.88**	**130,240.18**	**8,219,702.94**	**24.32%**
30-Debt Service							
3000 Purchased Services	4,000.00	0.05%	-	-	-	4,000.00	0.00%
6000 Other/Bonds	8,382,376.00	99.95%	5,940,000.00	5,940,000.00	1,949,000.00	493,376.00	94.11%
Total Debt Service	**8,386,376.00**	**100.00%**	**5,940,000.00**	**5,940,000.00**	**1,949,000.00**	**497,376.00**	**94.07%**
40-Transportation							
1000 Salaries	2,323,940.00	49.80%	185,495.70	966,453.79	-	1,357,486.21	41.59%
2000 Benefits	138,355.00	2.97%	10,490.19	51,871.36	-	86,483.64	37.49%
3000 Purchased Services	1,539,610.00	33.00%	16,098.97	1,393,965.88	7,306.77	138,337.35	91.01%
4000 Supplies	414,200.00	8.88%	28,619.15	110,699.16	38,008.98	265,491.86	35.90%
6000 Other/Dues/Fees	220,000.00	4.71%	-	2,000.00	30.00	217,970.00	0.92%
7000 Non-Capital Equipment	30,000.00	0.64%	-	-	-	30,000.00	0.00%
Total Transportation	**4,666,105.00**	**100.00%**	**240,704.01**	**2,524,990.19**	**45,345.75**	**2,095,769.06**	**55.09%**
50-IMRF/SS							
2000 Benefits	1,829,431.00	100.00%	152,957.47	763,195.56	-	1,066,235.44	41.72%
Total IMRF/SS	**1,829,431.00**	**100.00%**	**152,957.47**	**763,195.56**	**-**	**1,066,235.44**	**41.72%**
60-Capital Projects							
5000 Capital Outlay	450,000.00	100.00%	-	9,453.00	-	440,547.00	2.10%
Total Capital Projects	**450,000.00**	**100.00%**	**-**	**9,453.00**	**-**	**440,547.00**	**2.10%**
70-Working Cash							
6000 Transfers	-		-	-	-	-	0.00%
Total Working Cash	**-**	**0.00%**	**-**	**-**	**-**	**-**	**0.00%**
80-Tort							
3000 Purchased Services	875,000.00	100.00%	34,094.64	93,762.76	26,326.66	754,910.58	13.72%
Total Tort	**875,000.00**	**100.00%**	**34,094.64**	**93,762.76**	**26,326.66**	**754,910.58**	**13.72%**
Total Expenditures	**95,052,902.00**		**10,303,039.35**	**28,559,815.17**	**2,681,698.76**	**63,811,388.07**	**32.87%**
Expenditures Across All Funds							
1000 Salaries	33,107,881.00	34.83%	2,722,407.19	13,235,260.50	-	19,872,620.50	39.98%
2000 Benefits	10,911,036.00	11.48%	826,880.80	4,229,567.04	-	6,681,468.96	38.76%
3000 Purchased Services	7,070,942.00	7.44%	212,137.62	2,702,726.25	312,703.18	4,055,512.57	42.65%
4000 Supplies	5,351,069.00	5.63%	325,919.71	1,219,397.14	239,218.54	3,892,453.32	27.26%
5000 Capital Outlay	5,802,100.00	6.10%	115,284.86	602,720.98	34,704.00	5,164,675.02	10.99%
6000 Other/Dues/Fees/Bonds	32,081,976.00	33.75%	6,079,832.31	6,511,741.16	2,027,532.04	23,542,702.80	26.62%
7000 Non-Capital Equipment	727,898.00	0.77%	20,576.86	58,402.10	67,541.00	601,954.90	17.30%
Total Expenditures Across all Funds	**95,052,902.00**	**100.00%**	**10,303,039.35**	**28,559,815.17**	**2,681,698.76**	**63,811,388.07**	**32.87%**

FD	Description	November 2021-22 Beginning Balance	November 2021-22 Deposits	November 2021-22 Withdrawals	November 2021-22 Monthly Activity	Ending Balance
97	NKRVS CASH	512,322.62	546,196.80	42,806.30	503,390.50	1,015,713.12
97		512,322.62	546,196.80	42,806.30	503,390.50	1,015,713.12
	Grand Asset Totals	512,322.62	546,196.80	42,806.30	503,390.50	1,015,713.12

Number of Accounts: 1

********** End of report **********

Northern Kane County Regional Vocational System
Revenues and Expenditures Report
November 2021

Revenues

Source	Description	2021-22 Original Budget	% of Fund	November MTD	2021-22 FYTD	Budget Remaining	FYTD Percent
1950-00	Prior Year Revenue	450.00	0.02%	-	450.00	-	100.00%
Total Local Revenues		**450.00**	**0.02%**	**-**	**450.00**	**-**	**100.00%**
3220-00	Career & Technical Education	1,151,201.00	61.60%	511,644.00	511,644.00	639,557.00	44.44%
3220-01	CTE Career Exploration	-	0.00%	-	-	-	0.00%
3220-02	CTE Educator Pathway	137,069.00	7.33%	30,000.00	30,000.00	107,069.00	21.89%
Total State Revenues		**1,288,270.00**	**68.93%**	**541,644.00**	**541,644.00**	**746,626.00**	**42.04%**
4745-00	Perkins V Grant	580,205.00	31.04%	-	198,679.00	381,526.00	34.24%
Total Federal Revenues		**580,205.00**	**31.04%**	**-**	**198,679.00**	**381,526.00**	**34.24%**
Total Revenues		**1,868,925.00**	**100.00%**	**541,644.00**	**740,773.00**	**1,128,152.00**	**39.64%**

Expenditures

Object	Description	2021-22 Original Budget	% of Fund	November MTD	2021-22 FYTD	Encumbered Amount	Budget Remaining	FYTD Percent
1000	Salaries	381,881.00	15.74%	-	158,994.58	-	222,886.42	41.63%
2000	Benefits	108,006.00	4.45%	-	46,772.29	-	61,233.71	43.31%
3000	Purchased Services	195,674.00	8.07%	5,654.43	14,595.06	2,310.00	178,768.94	8.64%
4000	Supplies	8,867.00	0.37%	-	30,814.26	24,739.21	(46,686.47)	626.52%
5000	Capital Outlay	20,000.00	0.82%	-	55,697.56	(12,610.00)	(23,087.56)	215.44%
6000	Other/Dues/Fees	1,701,648.00	70.14%	20,042.95	725,808.64	(74,156.66)	1,049,996.02	38.30%
7000	Non-Capital Equipment	10,000.00	0.41%	12,556.12	27,408.42	25,306.66	(42,715.08)	527.15%
Total Expenditures		**2,426,076.00**	**100.00%**	**38,253.50**	**1,060,090.81**	**(34,410.79)**	**1,400,395.98**	**42.28%**

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
4IMPRINT	9486880	Staff supplies	10E008 2410 4100 00 000000 0000	261.44
			Totals for 4IMPRINT	261.44
A & E RUBBER STAMP C	625604	Deposit Stamp CHS Activity Account	10E001 2520 4100 00 000000 0000	67.00
			Totals for A & E RUBBER STAMP CORPORATIO	67.00
A DISCOUNT T	20214021	PV Class Shirts	10E008 1110 4900 00 000000 0000	452.00
A DISCOUNT T	20214017	Ambassador Shirts	10E011 2410 4900 00 000000 0000	215.20
A DISCOUNT T	20214030	5th grade class shirts	10E008 1110 4900 00 000000 0000	812.00
A DISCOUNT T	20214020A	3rd grade shirts	10E008 1110 4900 00 000000 0000	812.00
A DISCOUNT T	20214010	3rd grade class t-shirts	10E004 1110 4900 00 000000 0000	6.00
			Totals for A DISCOUNT T	2,297.20
ACCURATE PIANO & SAL	Dec 2021	Piano tuning	10E002 1130 3190 00 000000 0000	225.00
			Totals for ACCURATE PIANO & SALES	225.00
ADVANCE AUTO PARTS	2454-458769	Sealant	40E001 2550 4100 00 000000 0000	28.57
ADVANCE AUTO PARTS	2454-458768	Oil	40E001 2550 4100 00 000000 0000	115.68
ADVANCE AUTO PARTS	2454-458770	7 Pc Flex Set	40E001 2550 4100 00 000000 0000	69.10
ADVANCE AUTO PARTS	2454-458004	Brake Pads	40E001 2550 4100 00 000000 0000	248.89
ADVANCE AUTO PARTS	2454-458814	Oil Filters	40E001 2550 4100 00 000000 0000	61.00
			Totals for ADVANCE AUTO PARTS	523.24
ADVANTAGE TRAILER &	Dec 2021	34' Wedge Nose Trailer, 2021 Advantage Custom Build	10E002 1400 5400 00 000000 0000	19,804.00
			Totals for ADVANTAGE TRAILER & HITCHES	19,804.00
ADVOCATE SHERMAN OCC	811468	Post Accident Drug Screen	80E001 2362 3820 00 000000 0000	66.00
ADVOCATE SHERMAN OCC	809275	Bus Driver Physicals	40E001 2550 3190 00 000000 0000	210.00
ADVOCATE SHERMAN OCC	809942	Bus Driver Physicals	40E001 2550 3190 00 000000 0000	315.00
ADVOCATE SHERMAN OCC	810109	Bus Driver Physicals	40E001 2550 3190 00 000000 0000	215.00
ADVOCATE SHERMAN OCC	811264	Bus Driver Randoms	40E001 2550 3190 00 000000 0000	276.00
ADVOCATE SHERMAN OCC	811268	Bus Driver Randoms	40E001 2550 3190 00 000000 0000	165.00
			Totals for ADVOCATE SHERMAN OCCUPATIONAL	1,247.00
AGUINAGA, JACOB	Nov 2021	Reimb for Mileage Nov 2021	10E001 2660 3320 00 000000 0000	111.02
			Totals for AGUINAGA, JACOB	111.02
ALEXANDER LEIGH CENT	3598	Monthly tuition Nov	10E001 1912 6700 00 000000 0000	28,347.84
			Totals for ALEXANDER LEIGH CENTER FOR AU	28,347.84
ALPHA BAKING COMPANY	210260310020	Bread	10E011 2560 4100 00 000000 0000	85.14
ALPHA BAKING COMPANY	210260312024	Bread	10E010 2560 4100 00 000000 0000	40.72
ALPHA BAKING COMPANY	210274306014	Bread	10E004 2560 4100 00 000000 0000	87.61
ALPHA BAKING COMPANY	210274313017	Bread	10E002 2560 4100 00 000000 0000	251.35
ALPHA BAKING COMPANY	210274313018	Bread	10E004 2560 4100 00 000000 0000	53.83
ALPHA BAKING COMPANY	210274305020	Bread	10E005 2560 4100 00 000000 0000	78.21
ALPHA BAKING COMPANY	210260312023	Bread	10E008 2560 4100 00 000000 0000	80.45
ALPHA BAKING COMPANY	210267320011	Bread	10E002 2560 4100 00 000000 0000	170.30
ALPHA BAKING COMPANY	210267319011	Bread	10E008 2560 4100 00 000000 0000	159.64
ALPHA BAKING COMPANY	210267320012	Bread	10E004 2560 4100 00 000000 0000	87.51
ALPHA BAKING COMPANY	210267326011	Bread	10E011 2560 4100 00 000000 0000	123.84
ALPHA BAKING COMPANY	210274306013	Bread	10E003 2560 4100 00 000000 0000	57.86
ALPHA BAKING COMPANY	210267319013	Bread	10E005 2560 4100 00 000000 0000	80.90
ALPHA BAKING COMPANY	210267323012	Bread	10E005 2560 4100 00 000000 0000	43.50

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ALPHA BAKING COMPANY	210267319012	Bread	10E010 2560 4100 00 000000 0000	107.55
ALPHA BAKING COMPANY	210267333018	Bread	10E010 2560 4100 00 000000 0000	115.80
ALPHA BAKING COMPANY	210267336017	Bread	10E011 2560 4100 00 000000 0000	74.66
ALPHA BAKING COMPANY	210267327013	Bread	10E003 2560 4100 00 000000 0000	40.43
ALPHA BAKING COMPANY	210267334012	Bread	10E004 2560 4100 00 000000 0000	113.95
ALPHA BAKING COMPANY	210267334011	Bread	10E003 2560 4100 00 000000 0000	72.52
ALPHA BAKING COMPANY	210267334010	Bread	10E002 2560 4100 00 000000 0000	177.60
ALPHA BAKING COMPANY	210267333019	Bread	10E005 2560 4100 00 000000 0000	52.95
			Totals for ALPHA BAKING COMPANY	2,156.32
AMALGAMATED BANK OF	6151 01-22	Debt Certificates Series 2016 principal & interest	30E001 5320 6100 06 000000 0000	390,000.00
AMALGAMATED BANK OF	6151 01-22	Debt Certificates Series 2016 principal & interest	30E001 5220 6240 10 000000 0000	66,750.00
AMALGAMATED BANK OF	6443 01-22	Bonds Series 2017	30E001 5320 6100 10 000000 0000	835,000.00
AMALGAMATED BANK OF	6443 01-22	Bonds Series 2017	30E001 5220 6240 12 000000 0000	425,550.00
AMALGAMATED BANK OF	6152 01-22	DSEB Bonds 2016A	30E001 5320 6100 05 000000 0000	205,000.00
AMALGAMATED BANK OF	6152 01-22	DSEB Bonds 2016A	30E001 5220 6240 11 000000 0000	26,700.00
			Totals for AMALGAMATED BANK OF CHICAGO	1,949,000.00
AMAZON.COM	769746644785	Supplies for IC's M/P	10E002 2212 4100 00 000000 0000	47.96
AMAZON.COM	688877765597	Supplies for Perkins	10E002 1130 4100 00 474500 0000	96.00
AMAZON.COM	734767839798	Supplies for CTEI	10E002 1130 4100 00 322000 0000	262.01
AMAZON.COM	873488438388	Supplies for CTEI	10E002 1130 4100 00 322000 0000	171.36
AMAZON.COM	439833735884	Spark Box Q2 Supplies	10E002 2212 4100 00 000000 0000	153.24
AMAZON.COM	434739545349	Supplies for CTEI	10E002 1130 4100 00 322000 0000	84.70
AMAZON.COM	449685869945	Supplies for CTEI	10E002 1130 4100 00 322000 0000	253.07
AMAZON.COM	767998984949	Totes for CTEI	10E002 1130 4100 00 322000 0000	117.20
AMAZON.COM	465778475893	Totes for CTEI	10E002 1130 4100 00 322000 0000	133.98
AMAZON.COM	647394777787	Spark Box Q2 Supplies	10E002 2212 4100 00 000000 0000	27.98
AMAZON.COM	676848749536	Spark Box Q2 Supplies	10E002 2212 4100 00 000000 0000	24.98
AMAZON.COM	764749785965	Spark Box Q2 Supplies	10E002 2212 4100 00 000000 0000	19.23
AMAZON.COM	964895763454	IC Supplies	10E002 2212 4100 00 000000 0000	233.71
AMAZON.COM	748597637565	Supplies	10E001 2660 4100 00 000000 0000	68.70
AMAZON.COM	649493879568	Maintenance Supplies	20E001 2540 4110 00 000000 0000	138.45
AMAZON.COM	837446494849	Maintenance Supplies Outlet Plug Covers	20E001 2540 4110 00 000000 0000	69.90
AMAZON.COM	735437837656	Grounds Supplies	20E001 2540 4120 00 000000 0000	13.44
AMAZON.COM	846369988635	Grounds Supplies	20E001 2540 4120 00 000000 0000	10.47
AMAZON.COM	956657478883	ELL Supplies	10E008 1800 4100 00 000000 0000	65.94
AMAZON.COM	456998555939	ELL Supplies	10E008 1800 4100 00 000000 0000	19.95
AMAZON.COM	637775799454	Second Grade Science Supplies	10E008 1110 4100 00 000000 0000	12.36
AMAZON.COM	845488894558	Pins for Veteran's Day	10E008 1110 4100 00 000000 0000	19.98
AMAZON.COM	766835537597	Hunter's Reading Madness books	10E008 2220 4300 00 000000 0000	62.50
AMAZON.COM	449894337886	Hunter's Reading Madness Books	10E008 2220 4300 00 000000 0000	59.70
AMAZON.COM	997564596793	Hunter's Reading Madness Books	10E008 2220 4300 00 000000 0000	53.97
AMAZON.COM	883773784553	Hunter's Reading Madness Books	10E008 2220 4300 00 000000 0000	35.98
AMAZON.COM	656356356655	Professional Library Books	10E008 2220 4300 00 000000 0000	106.00
AMAZON.COM	738588736946	Student Support manipulatives	10E008 1110 4100 00 000000 0000	25.48
AMAZON.COM	443877888996	Professional Library Books	10E008 2220 4300 00 000000 0000	26.98
AMAZON.COM	565746653665	PV Library Grant	10E001 2220 4100 00 399900 0000	33.58
AMAZON.COM	476495476658	Hand Sanitizer Refills	10E008 1110 4100 00 000000 0000	344.55
AMAZON.COM	789888854874	Early Childhood Book Bags and Holder	10E008 1225 4100 00 000000 0000	30.71
AMAZON.COM	953477779385	Early Childhood Book Bags and Holder	10E008 1225 4100 00 000000 0000	24.82

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
AMAZON.COM	659385853938	Hunter's Reading Madness Books	10E008 2220 4300 00 000000 0000	95.50
AMAZON.COM	694568368568	Office Supplies	10E001 2520 4100 00 000000 0000	56.36
AMAZON.COM	446866439745	Dual Monitor	10E001 2212 4100 00 000000 0000	134.99
AMAZON.COM	436363594733	ELA Supplies	10E003 1120 4100 00 000000 0000	13.97
AMAZON.COM	475655643886	LMC Supplies	10E003 2410 4100 00 000000 0000	39.96
AMAZON.COM	459968383636	Athletics Supplies	10E003 1500 4100 00 000000 0000	269.90
AMAZON.COM	456486565976	CMS LMC Grant	10E001 2220 4100 00 399900 0000	31.56
AMAZON.COM	459375654764	Library Supplies	10E003 2220 4100 00 000000 0000	362.76
AMAZON.COM	769746733934	Library Supplies	10E003 2220 4100 00 000000 0000	50.97
AMAZON.COM	565468673865	Ag supplies	10E002 1400 4100 00 000000 0000	112.76
AMAZON.COM	486586789945	Wellness supplies	10E002 1130 4100 00 000000 0000	71.20
AMAZON.COM	756739758937	Supplies	10E002 1130 4100 00 000000 0000	71.88
AMAZON.COM	437739575644	Wellness supplies	10E002 1130 4100 00 000000 0000	149.98
AMAZON.COM	956487568973	Health supplies	10E002 1130 4100 00 000000 0000	254.10
AMAZON.COM	896454495535	Supplies	10E002 1130 4100 00 000000 0000	43.98
AMAZON.COM	465696699644	Wellness supplies	10E002 1130 4100 00 000000 0000	21.99
AMAZON.COM	946647448498	Wellness supplies	10E002 1130 4100 00 000000 0000	329.50
AMAZON.COM	436579876833	Nurse supplies	10E002 1130 4250 00 000000 0000	16.49
AMAZON.COM	466984834484	Wellness supplies	10E002 1130 4100 00 000000 0000	681.15
AMAZON.COM	949533794486	Case for student iPad	10E001 1200 4100 00 462000 0000	25.99
AMAZON.COM	435955599887	Chromebook for special ed student	10E001 1200 4100 00 462000 0000	377.00
AMAZON.COM	855754464375	Supplies	10E011 1120 4110 00 000000 0000	40.41
AMAZON.COM	773688788934	Supplies	10E011 2410 4100 00 000000 0000	26.39
AMAZON.COM	586488638344	Supplies	10E011 2410 4100 00 000000 0000	6.99
AMAZON.COM	435666865456	Office Supplies	10E010 2410 4100 00 000000 0000	20.19
AMAZON.COM	865937345744	Classroom Supplies	10E010 1110 4100 00 000000 0000	15.99
AMAZON.COM	649498746675	Classroom Supplies	10E010 1110 4100 00 000000 0000	92.65
AMAZON.COM	693694967935	Drama supplies	10E002 1130 4900 00 000000 0000	142.89
AMAZON.COM	899646946795	Cordless Mouse	40E001 2550 4110 00 000000 0000	14.99
AMAZON.COM	444786885759	Cordless Mouse	40E001 2550 4110 00 000000 0000	19.98
AMAZON.COM	446456587358	Supplies	10E004 2410 4100 00 000000 0000	158.16
AMAZON.COM	943669935796	Student Supplies	10E004 1110 4100 00 000000 0000	15.43
AMAZON.COM	846984678873	Flagpoles for Veteran's Day	10E005 2410 4100 00 000000 0000	89.75
AMAZON.COM	975487739379	Books for Principal and masks	10E005 2410 4100 00 000000 0000	111.33
AMAZON.COM	465873656447	Reading Madness Books	10E005 2410 4100 00 000000 0000	33.42
AMAZON.COM	893465695347	Reading Madness Books	10E005 2410 4100 00 000000 0000	33.38
AMAZON.COM	437363896593	Reading Madness Books	10E005 2410 4100 00 000000 0000	501.47
AMAZON.COM	455889576538	Reading Madness Books	10E005 2410 4100 00 000000 0000	33.05
AMAZON.COM	438388473787	Labels	40E001 2550 4100 00 000000 0000	40.89
AMAZON.COM	776934886797	Student Supplies	10E001 1200 4100 00 462000 0000	49.97
AMAZON.COM	883557788789	Student Supplies	10E001 1200 4100 00 462000 0000	31.92
AMAZON.COM	444568739387	Student Supplies	10E001 1200 4100 00 462000 0000	16.82
AMAZON.COM	869496638884	Early Childhood Classroom Supplies	10E001 1110 4100 00 460000 0000	475.73
AMAZON.COM	696973676989	CPR Training Materials	10E001 2210 3100 00 462000 0000	103.98
AMAZON.COM	439987493578	EC Supplies	10E001 1110 4100 00 460000 0000	43.04
			Totals for AMAZON.COM	8,179.69
AMERICAN RED CROSS H	22385794	Red Cross CPR & First Aid Training for Coaches	10E002 1500 3190 00 000000 0000	45.00
			Totals for AMERICAN RED CROSS HEALTH & S	45.00
AMITA GLENOAKS SCHOO	TDS-W 3589	Tuition Oct 2021	10E001 1912 6700 00 000000 0000	4,885.25
AMITA GLENOAKS SCHOO	TDS-W 3607	Tuition Nov 2021	10E001 1912 6700 00 000000 0000	3,712.79
			Totals for AMITA GLENOAKS SCHOOL	8,598.04

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ANDERSON'S BOOKSHOP	74509-1	Hunter's Reading Madness Books	10E008 2220 4300 00 000000 0000	849.50
			Totals for ANDERSON'S BOOKSHOP	849.50
ARIES BUILDING SYSTE	Appl No. 1	Mobile Classroom Units	20E002 2540 5400 00 499800 0000	1,205,485.78
			Totals for ARIES BUILDING SYSTEMS, LLC	1,205,485.78
AVI SYSTEMS, INC	88768058	Equipment, Amplifier, Ceiling Projectors	10E002 1100 4100 00 499800 0000	7,276.00
			Totals for AVI SYSTEMS, INC	7,276.00
BAVARO, MANDARIN	Dec 10	Reimb for Holiday gift bags	10E001 2320 4100 00 000000 0000	92.45
			Totals for BAVARO, MANDARIN	92.45
BLICK ART MATERIALS	7391625	Art supplies	10E002 1130 4100 00 000000 0000	14.52
BLICK ART MATERIALS	7508550	Supplies	10E011 1120 4100 00 000000 0000	457.70
BLICK ART MATERIALS	7517393	Supplies	10E011 1120 4100 00 000000 0000	147.61
BLICK ART MATERIALS	7582540	Classroom Supplies	10E010 1110 4100 00 000000 0000	172.99
BLICK ART MATERIALS	7581435	Supplies	10E011 1120 4100 00 000000 0000	295.22
			Totals for BLICK ART MATERIALS	1,088.04
BLUE CROSS BLUE SHIE	Dental 11-21	Dental Claims	10E002 1130 2230 00 000000 0000	-4,815.57
BLUE CROSS BLUE SHIE	Dental 11-21	Dental Claims	20E001 2540 2230 00 000000 0000	-2,252.20
BLUE CROSS BLUE SHIE	Dental 11-21	Dental Claims	40E001 2550 2230 00 000000 0000	69.47
			Totals for BLUE CROSS BLUE SHIELD	-6,998.30
BOB JASS CHEVROLET I	81166	Fuel Cap	40E001 2550 4100 00 000000 0000	23.31
			Totals for BOB JASS CHEVROLET INC	23.31
BOSTON HIGASHI SCHOO	2211600	Monthly Tuition and Room & Board Nov	10E001 1912 6700 00 000000 0000	20,996.38
			Totals for BOSTON HIGASHI SCHOOL, INC	20,996.38
BRANNSTROM, DAVID	Nov 7-9	Glacier Canyon Lodge Reimb. 11/8-11/9/2021	10E002 2210 6400 00 000000 0000	184.10
BRANNSTROM, DAVID	Nov 2021	Reimb for Mileage Nov 2021	10E001 2212 3320 00 000000 0000	222.95
			Totals for BRANNSTROM, DAVID	407.05
BRIGHTSTAR CARE	IVC6499415	Contracted nurse	10E001 2130 3100 00 000000 0000	528.94
BRIGHTSTAR CARE	IVC6520682	Contracted nurse	10E001 2130 3100 00 000000 0000	2,013.39
			Totals for BRIGHTSTAR CARE	2,542.33
BSN SPORTS, INC	914535233	CHS Wrestling Uniforms	10E002 1500 4110 00 000000 0000	1,682.62
BSN SPORTS, INC	913354324	T-shirts for staff	10E002 2410 4100 00 000000 0000	644.66
BSN SPORTS, INC	913349621	Admin Retreat Supplies	10E001 2520 4100 00 000000 0000	433.17
BSN SPORTS, INC	913787275	PE supplies	10E002 1130 4100 00 000000 0000	1,118.86
			Totals for BSN SPORTS, INC	3,879.31
BUCK BROS, INC	320502	Grounds Repair	20E001 2540 3230 00 000000 0000	109.15
BUCK BROS, INC	320951	Grounds Supplies	20E001 2540 4120 00 000000 0000	123.03
BUCK BROS, INC	322680	Grounds Vehicle Parts	20E002 2540 3230 00 000000 0000	466.47
BUCK BROS, INC	322679	Grounds Vehicle Parts	20E002 2540 3230 00 000000 0000	501.77
			Totals for BUCK BROS, INC	1,200.42
BUNGES NORTHWEST TIR	10905	Grounds Vehicle Repairs, Maintenance	20E002 2540 3230 00 000000 0000	1,303.24
			Totals for BUNGES NORTHWEST TIRE WRIGHT	1,303.24

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
C & R DIRECTIONAL BO	4647	Directional Boring for Mobiles, LL, PV, HBT	20E002 2540 5400 00 499800 0000	9,370.00
			Totals for C & R DIRECTIONAL BORING INC	9,370.00
CALLAHAN, DAVID	Uniform FY22a	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	97.76
			Totals for CALLAHAN, DAVID	97.76
CAMELOT THERAPEUTIC	INV123353	Monthly tuition Oct 2021	10E001 1912 6700 00 000000 0000	4,136.60
			Totals for CAMELOT THERAPEUTIC SCHOOLS,	4,136.60
CARDIO PARTNERS INC	813421	CPR/AED Supplies for PKMS	10E011 1120 4250 00 000000 0000	219.98
			Totals for CARDIO PARTNERS INC	219.98
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 4100 00 000000 0000	31.97
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 4100 00 000000 0000	614.33
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	0.75
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 7100 00 000000 0000	2,025.60
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	237.00
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	179.00
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 4100 00 000000 0000	480.00
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 4100 00 000000 0000	134.94
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 4100 00 000000 0000	165.76
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 7100 00 000000 0000	1,898.64
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	328.06
CARDMEMBER SERVICE	7577 12-21	B. Tobin Technology Expenses	10E001 2660 3160 00 000000 0000	-20.93
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 4100 00 000000 0000	7.30
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 4100 00 000000 0000	160.20
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	40E001 2550 6400 00 000000 0000	500.00
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2520 3100 00 000000 0000	27.72
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 4100 00 000000 0000	145.22
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 3320 00 000000 0000	4,761.54
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 3320 00 000000 0000	1,482.08
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2520 3100 00 000000 0000	27.72
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 4100 00 000000 0000	93.79
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2520 6400 00 000000 0000	530.00
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2320 4100 00 000000 0000	25.39
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	40E001 2550 6400 00 000000 0000	500.00
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 3320 00 000000 0000	-579.06
CARDMEMBER SERVICE	7577 12-21a	T. Stirn Administrative Expenses	10E001 2310 3320 00 000000 0000	-35.00
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	100.00
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	520.00
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	779.00
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	511.79
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	40E001 2550 4900 00 000000 0000	1,086.78
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	501.96
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2210 6400 00 000000 0000	14.95
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	506.60
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	515.59
CARDMEMBER SERVICE	7577 12-21b	E. Mongan Curriculum Expenses	10E001 2520 3100 00 000000 0000	65.02
			Totals for CARDMEMBER SERVICE	18,323.71
CENTRAL DUPAGE HOSPI	301-111121	Homebound tutoring	10E001 1200 3140 00 462000 0000	720.00
			Totals for CENTRAL DUPAGE HOSPITAL	720.00
CINTAS CORPORATION #	4101780161	Service Mats	40E001 2550 4100 00 000000 0000	94.60

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CINTAS CORPORATION #	4103171986	Service Mats	40E001 2550 4100 00 000000 0000	94.60
			Totals for CINTAS CORPORATION #355	189.20
CITY OF ELGIN	330845-33049 11/	Water Meter PK	20E001 2540 3700 00 000000 0000	379.57
CITY OF ELGIN	330845-42337 11/	Water Service CT	20E001 2540 3700 00 000000 0000	1,283.77
CITY OF ELGIN	330845-39520 11/	Water Service PK	20E001 2540 3700 00 000000 0000	1,606.61
CITY OF ELGIN	21-00001783	Elevator License Renewal for CT	20E001 2540 3100 00 000000 0000	130.00
CITY OF ELGIN	21-00001770	Elevator License Renewal for PKMS	20E001 2540 3100 00 000000 0000	130.00
			Totals for CITY OF ELGIN	3,529.95
CLASSROOM FACES BY A	26670	Kindergarten class shirts	10E004 1110 4900 00 000000 0000	1,419.00
			Totals for CLASSROOM FACES BY A+ IMAGES	1,419.00
COEO SOLUTIONS LLC	1061264	Phones	20E001 2540 3400 00 000000 0000	3,653.84
			Totals for COEO SOLUTIONS LLC	3,653.84
COMMITTEE FOR CHILDR	2031474	Online license for PKMS	10E001 1200 3140 00 462000 0000	1,129.50
			Totals for COMMITTEE FOR CHILDREN	1,129.50
COMMUNITY THERAPY CO	1548	Speech Therapy Services for CHS Nov 2021	10E001 2150 3100 00 462000 0000	4,104.00
			Totals for COMMUNITY THERAPY CORP	4,104.00
CONTINENTAL RESOURCE	91111216	Equipment for Mobiles	10E002 1100 4100 00 499800 0000	2,730.00
CONTINENTAL RESOURCE	91111776	Networking Equipment	10E001 2660 7100 00 000000 0000	5,510.00
			Totals for CONTINENTAL RESOURCES, INC	8,240.00
CORE ACADEMY	SESINV-018197	Monthly tuition Nov 2021	10E001 1912 6700 00 000000 0000	2,823.84
			Totals for CORE ACADEMY	2,823.84
CORKY'S CATERING	129283	Luncheon for B&G Staff Meeting 12/22/21	20E001 2540 4110 00 000000 0000	873.60
			Totals for CORKY'S CATERING	873.60
COVE SCHOOL, INC	SD301-1121	Monthly tuition Nov 2021	10E001 1912 6700 00 000000 0000	5,840.98
			Totals for COVE SCHOOL, INC	5,840.98
CULLUM, KATHARINE	Nov 2021	Reimb for Mileage Nov 2021	10E003 1120 3320 00 000000 0000	31.92
CULLUM, KATHARINE	Nov 2021	Reimb for Mileage Nov 2021	10E005 1110 3320 00 000000 0000	31.92
			Totals for CULLUM, KATHARINE	63.84
DATAMATION IMAGING S	DEC-74168	Monthly file storage	10E001 2660 3160 00 462000 0000	440.00
DATAMATION IMAGING S	DEC-74168	Monthly file storage	10E001 2660 3160 00 000000 0000	160.00
			Totals for DATAMATION IMAGING SERVICES	600.00
DEMCO	7040717	Library Supplies	10E008 2220 4100 00 000000 0000	63.16
DEMCO	7043740	Library Supplies	10E010 2220 4100 00 000000 0000	74.12
DEMCO	6766201	Library Supplies	10E008 2220 4100 00 000000 0000	-25.04
			Totals for DEMCO	112.24
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E001 2540 4650 00 000000 0000	119.88
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E002 2540 4650 00 000000 0000	2,963.86
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E003 2540 4650 00 000000 0000	672.57
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E004 2540 4650 00 000000 0000	580.01
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E005 2540 4650 00 000000 0000	86.94
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E008 2540 4650 00 000000 0000	617.82

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E010 2540 4650 00 000000 0000	896.45
DIRECT ENERGY BUSINE	HS12727582	Gas Service All Buildings	20E011 2540 4650 00 000000 0000	1,361.16
			Totals for DIRECT ENERGY BUSINESS	7,298.69
DIRECT FITNESS SOLUT	568734-IN	Exercise equipment maintenance	10E002 1130 3190 00 000000 0000	1,325.00
			Totals for DIRECT FITNESS SOLUTIONS	1,325.00
DISRUPTIONEDU	Dec 2021	2022/2023 first half of consulting service agreement	10E001 2210 6400 00 000000 0000	12,500.00
			Totals for DISRUPTIONEDU	12,500.00
DIVERSEY, STEVEN	Oct 13	CHS Athletic Director NIAAA National AD Conference	10E002 1500 6400 00 000000 0000	340.00
DIVERSEY, STEVEN	Dec 15	CHS Athletic Director NIAAA National AD Conference Hotel	10E002 1500 3900 00 000000 0000	1,115.07
			Totals for DIVERSEY, STEVEN	1,455.07
DOYLE, MICHAEL	Nov 8-9	Midwest Ed Tech Summit Conf 11/8-11/9/2021	10E001 2210 6400 00 000000 0000	459.10
DOYLE, MICHAEL	Oct 2021	Reimb for Mileage Oct 2021	10E001 2212 3320 00 000000 0000	66.42
DOYLE, MICHAEL	Nov 2021	November 2021 mileage reimb	10E001 2212 3320 00 000000 0000	507.98
			Totals for DOYLE, MICHAEL	1,033.50
DUPAGE FEDERATION ON	7300	Translation Services	10E001 1800 3190 00 000000 0000	702.35
			Totals for DUPAGE FEDERATION ON HUMAN	702.35
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E001 2540 4660 00 000000 0000	860.98
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E002 2540 4660 00 000000 0000	23,941.76
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E003 2540 4660 00 000000 0000	4,953.98
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E004 2540 4660 00 000000 0000	5,977.55
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E005 2540 4660 00 000000 0000	1,576.52
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E008 2540 4660 00 000000 0000	5,376.37
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E010 2540 4660 00 000000 0000	5,961.27
DYNEGY ENERGY SERVIC	395546621111	Electric Service All Bldgs	20E011 2540 4660 00 000000 0000	10,445.09
			Totals for DYNEGY ENERGY SERVICES	59,093.52
EBSCO	1626363a	Membership Renewal Charge for Library	10E005 2220 4300 00 000000 0000	10.85
			Totals for EBSCO	10.85
ECOWATER/DEKALB BOTT	10025 11-21	Water for athletic office	10E002 1500 4900 00 000000 0000	26.09
			Totals for ECOWATER/DEKALB BOTTLED WATER	26.09
EDUCATION WEEK	7B2FBADE-0003	Education Week Renewal E. Mongan Acct #896845	10E001 2320 6400 00 000000 0000	89.94
			Totals for EDUCATION WEEK	89.94
ELGIN KEY & LOCK CO	211793	Maintenance Supplies File Cabinet Lock DO	20E001 2540 4110 00 000000 0000	336.48
			Totals for ELGIN KEY & LOCK CO INC	336.48
ESGI, LLC	ESGI37805	ESGI 12 Month License	10E004 1110 4200 00 000000 0000	1,010.00
ESGI, LLC	ESGI37805	ESGI 12 Month License	10E005 1110 4200 00 000000 0000	606.00
ESGI, LLC	ESGI37805	ESGI 12 Month License	10E008 1110 4200 00 000000 0000	808.00
ESGI, LLC	ESGI37805	ESGI 12 Month License	10E010 1110 4200 00 000000 0000	808.00
ESGI, LLC	ESGI38353	ESGI 12 Month License for CT	10E010 1110 4200 00 000000 0000	202.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for ESGI, LLC	3,434.00
FALK, MARC	Nov 21	Reimb for Triple I Conference Expenses 11/18-11/21/21	10E001 2310 3320 00 000000 0000	174.71
FALK, MARC	Nov 21	Reimb for Triple I Conference Expenses 11/18-11/21/21	10E001 2310 4100 00 000000 0000	206.13
			Totals for FALK, MARC	380.84
FEDEX	7-576-37502	Shipping Charges	10E001 2310 4100 00 000000 0000	44.36
			Totals for FEDEX	44.36
FEECE OIL COMPANY	3835126	Fuel, Oct. Driver's Ed Fuel	10E002 1730 4100 00 000000 0000	133.28
FEECE OIL COMPANY	3835126	Fuel, Oct. Driver's Ed Fuel	40E001 2550 4640 00 000000 0000	2,810.59
FEECE OIL COMPANY	3835125	Fuel, Sept. Driver's Ed Fuel	10E002 1730 4100 00 000000 0000	143.87
FEECE OIL COMPANY	3835125	Fuel, Sept. Driver's Ed Fuel	40E001 2550 4640 00 000000 0000	4,474.84
FEECE OIL COMPANY	3833639	Fuel, Aug. Driver's Ed Fuel	10E002 1730 4100 00 000000 0000	72.52
FEECE OIL COMPANY	3833639	Fuel, Aug. Driver's Ed Fuel	40E001 2550 4640 00 000000 0000	2,221.31
FEECE OIL COMPANY	3833638	Fuel, July Driver's Ed Fuel	10E002 1730 4100 00 000000 0000	269.33
FEECE OIL COMPANY	3833638	Fuel, July Driver's Ed Fuel	40E001 2550 4640 00 000000 0000	4,517.02
FEECE OIL COMPANY	3836886	Fuel	40E001 2550 4640 00 000000 0000	4,461.21
FEECE OIL COMPANY	3836887	Fuel	40E001 2550 4640 00 000000 0000	2,380.19
FEECE OIL COMPANY	3837545	Fuel Additive DEF	40E001 2550 4640 00 000000 0000	628.32
FEECE OIL COMPANY	3838104	Fuel	40E001 2550 4640 00 000000 0000	4,895.44
FEECE OIL COMPANY	2006968	Anti Freeze	40E001 2550 4100 00 000000 0000	499.95
FEECE OIL COMPANY	3838105	Fuel	40E001 2550 4640 00 000000 0000	3,773.63
FEECE OIL COMPANY	3838987	Fuel	40E001 2550 4640 00 000000 0000	3,866.01
FEECE OIL COMPANY	3840558	Fuel	40E001 2550 4640 00 000000 0000	4,180.55
FEECE OIL COMPANY	3840559	Fuel	40E001 2550 4640 00 000000 0000	2,171.10
FEECE OIL COMPANY	3841818	Fuel	40E001 2550 4640 00 000000 0000	4,086.71
FEECE OIL COMPANY	3843606	Fuel	40E001 2550 4640 00 000000 0000	1,632.10
FEECE OIL COMPANY	3843335	DEF Fuel Additive	40E001 2550 4640 00 000000 0000	497.35
FEECE OIL COMPANY	3843607	Fuel	40E001 2550 4640 00 000000 0000	3,331.17
			Totals for FEECE OIL COMPANY	51,046.49
FERSTL, BRENT	Tuition 11-21	Tuition Reimb EDU 6630	10E011 1120 2300 00 000000 0000	300.00
			Totals for FERSTL, BRENT	300.00
FITZGERALD LIGHTING	35837	Exterior Security Lighting Services	20E001 2540 3230 00 000000 0000	641.81
			Totals for FITZGERALD LIGHTING	641.81
FOUR POINT O, INC	12412	Blinds Conference Rm PKMS	20E001 2540 4100 00 000000 0000	225.00
			Totals for FOUR POINT O, INC	225.00
FOX VALLEY FIRE & SA	IN00475787	Fire Alarm System Service CMS	20E001 2540 3100 00 000000 0000	2,399.00
FOX VALLEY FIRE & SA	IN00475788	Fire Alarm System Service CHS	20E001 2540 3100 00 000000 0000	292.50
FOX VALLEY FIRE & SA	IN00475785	Fire Alarm System Service CT	20E001 2540 3100 00 000000 0000	292.50
FOX VALLEY FIRE & SA	IN00475791	Fire Alarm System Service PKMS	20E001 2540 3100 00 000000 0000	292.50
FOX VALLEY FIRE & SA	IN00475789	Fire Alarm System Service PKMS	20E001 2540 3100 00 000000 0000	689.00
FOX VALLEY FIRE & SA	IN00475786	Fire Alarm System Service PV	20E001 2540 3100 00 000000 0000	292.50
FOX VALLEY FIRE & SA	IN00475779	Fire Alarm System Service LL	20E001 2540 3100 00 000000 0000	1,480.00
FOX VALLEY FIRE & SA	IN00475775	Fire Alarm System Service CHS	20E001 2540 3100 00 000000 0000	416.50
FOX VALLEY FIRE & SA	IN00475776	Fire Alarm System Service See Saw Day Care Center	20E001 2540 3100 00 000000 0000	416.25
FOX VALLEY FIRE & SA	IN00475780	Fire Alarm System Service HBT	20E001 2540 3100 00 000000 0000	1,046.50
FOX VALLEY FIRE & SA	IN00480792	Fire Alarm System Service CHS	20E001 2540 3100 00 000000 0000	586.50

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for FOX VALLEY FIRE & SAFETY CO	8,203.75
FREDRICK, KEVIN	Oct 2021	Reimb for Mileage Oct 2021	10E011 1120 3320 00 000000 0000	69.55
FREDRICK, KEVIN	Nov 2021	Reimb for Mileage Nov 2021	10E011 1120 3320 00 000000 0000	73.41
			Totals for FREDRICK, KEVIN	142.96
FREESTYLE PHOTOGRAPH	1583652	Art supplies	10E002 1130 4100 00 000000 0000	1,759.31
			Totals for FREESTYLE PHOTOGRAPHIC SUPPLI	1,759.31
FREUND SERVICE COMPA	20525	Cafeteria Table Repair PKMS	20E001 2540 3230 00 000000 0000	380.00
			Totals for FREUND SERVICE COMPANY	380.00
FURMAN, MATTHEW	Uniform FY22a	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	107.75
			Totals for FURMAN, MATTHEW	107.75
GECAN, RYAN	Uniform FY22	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	162.74
			Totals for GECAN, RYAN	162.74
GEM DOCK & DOOR INC	4910	Repair to overhead door on salt barn	20E001 2540 3230 00 000000 0000	490.00
GEM DOCK & DOOR INC	4941	PV Repairs, Replace Exterior Alley Door	20E001 2540 7100 00 000000 0000	4,577.95
GEM DOCK & DOOR INC	4980	PK Repairs, Replace Exterior Kitchen Door, Frame	20E001 2540 7100 00 000000 0000	4,849.88
			Totals for GEM DOCK & DOOR INC	9,917.83
GEN POWER	RSA003887-3	Light Tower Rental, CHS Field	20E001 2540 4120 00 000000 0000	2,136.50
			Totals for GEN POWER	2,136.50
GET FRESH PRODUCE IN	3903126	Produce	10E008 2560 4100 00 000000 0000	260.00
GET FRESH PRODUCE IN	3899476	Produce	10E004 2560 4100 00 000000 0000	129.65
GET FRESH PRODUCE IN	3902893	Produce	10E002 2560 4100 00 000000 0000	36.39
GET FRESH PRODUCE IN	3901236	Produce	10E010 2560 4100 00 000000 0000	175.14
GET FRESH PRODUCE IN	3906913	Produce	10E010 2560 4100 00 000000 0000	71.42
GET FRESH PRODUCE IN	3908820	Produce	10E008 2560 4100 00 000000 0000	64.10
GET FRESH PRODUCE IN	3905009	Produce	10E004 2560 4100 00 000000 0000	138.45
GET FRESH PRODUCE IN	3905105	Produce	10E010 2560 4100 00 000000 0000	128.34
GET FRESH PRODUCE IN	3907896	Produce	10E011 2560 4100 00 000000 0000	172.94
GET FRESH PRODUCE IN	3908085	Produce	10E008 2560 4100 00 000000 0000	132.24
GET FRESH PRODUCE IN	3908606	Produce	10E002 2560 4100 00 000000 0000	12.13
GET FRESH PRODUCE IN	3921115	Produce	10E002 2560 4100 00 000000 0000	49.02
GET FRESH PRODUCE IN	3916672	Produce	10E008 2560 4100 00 000000 0000	77.79
GET FRESH PRODUCE IN	3917302	Produce	10E011 2560 4100 00 000000 0000	50.72
GET FRESH PRODUCE IN	3916290	Produce	10E004 2560 4100 00 000000 0000	77.79
GET FRESH PRODUCE IN	3921533	Produce	10E002 2560 4100 00 000000 0000	50.84
GET FRESH PRODUCE IN	3913418	Produce	10E010 2560 4100 00 000000 0000	51.86
GET FRESH PRODUCE IN	3925976	Produce	10E011 2560 4100 00 000000 0000	186.44
			Totals for GET FRESH PRODUCE INC	1,865.26
GIPPER MEDIA, INC	875DEB42-0003	CHS Gipper Media Renewal	10E002 1500 3190 00 000000 0000	450.00
			Totals for GIPPER MEDIA, INC	450.00
GOPHER SPORT	IN107468	PE Supplies	10E008 1110 4100 00 000000 0000	541.91
GOPHER SPORT	IN106347	Supplies	10E011 1120 4110 00 000000 0000	294.21
			Totals for GOPHER SPORT	836.12

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
GORDON FOOD SERVICE	214247832	Food, Supplies	10E008 2560 4100 00 000000 0000	1,395.70
GORDON FOOD SERVICE	214247832	Food, Supplies	10E008 2560 4900 00 000000 0000	359.14
GORDON FOOD SERVICE	214247841	Food	10E010 2560 4100 00 000000 0000	1,189.03
GORDON FOOD SERVICE	214247843	Supplies	10E010 2560 4900 00 000000 0000	31.51
GORDON FOOD SERVICE	214264311	Food, Supplies	10E005 2560 4100 00 000000 0000	966.86
GORDON FOOD SERVICE	214264311	Food, Supplies	10E005 2560 4900 00 000000 0000	84.10
GORDON FOOD SERVICE	214264324	Food, Supplies	10E011 2560 4100 00 000000 0000	355.50
GORDON FOOD SERVICE	214264324	Food, Supplies	10E011 2560 4900 00 000000 0000	90.44
GORDON FOOD SERVICE	214264331	Supplies	10E011 2560 4900 00 000000 0000	0.00
GORDON FOOD SERVICE	214264332	Supplies	10E011 2560 4900 00 000000 0000	174.75
GORDON FOOD SERVICE	214264334	Food	10E011 2560 4100 00 000000 0000	897.69
GORDON FOOD SERVICE	214264335	Supplies	10E011 2560 4900 00 000000 0000	0.00
GORDON FOOD SERVICE	214264336	Food	10E011 2560 4100 00 000000 0000	3,218.30
GORDON FOOD SERVICE	214282060	Food	10E004 2560 4100 00 000000 0000	1,320.68
GORDON FOOD SERVICE	214282067	Supplies	10E002 2560 4900 00 000000 0000	439.16
GORDON FOOD SERVICE	214282070	Food	10E002 2560 4100 00 000000 0000	69.10
GORDON FOOD SERVICE	214282071	Food	10E002 2560 4100 00 000000 0000	4,208.86
GORDON FOOD SERVICE	214282073	Supplies	10E004 2560 4900 00 000000 0000	62.75
GORDON FOOD SERVICE	214436808	Food	10E011 2560 4100 00 000000 0000	1,699.32
GORDON FOOD SERVICE	214415436	Food	10E002 2560 4100 00 000000 0000	2,284.23
GORDON FOOD SERVICE	214415437	Supplies	10E002 2560 4900 00 000000 0000	701.95
GORDON FOOD SERVICE	214436805	Food	10E011 2560 4100 00 000000 0000	273.24
GORDON FOOD SERVICE	314436806	Food	10E010 2560 4100 00 000000 0000	1,688.77
GORDON FOOD SERVICE	214436812	Supplies	10E011 2560 4900 00 000000 0000	151.04
GORDON FOOD SERVICE	214436814	Food	10E011 2560 4100 00 000000 0000	702.76
GORDON FOOD SERVICE	110921	Supplies	10E010 2560 4900 00 000000 0000	183.11
GORDON FOOD SERVICE	15893657	Food	10E005 2560 4100 00 000000 0000	-50.18
GORDON FOOD SERVICE	15846495	Food	10E005 2560 4100 00 000000 0000	-45.56
GORDON FOOD SERVICE	214231325	Food, Supplies	10E003 2560 4100 00 000000 0000	1,127.57
GORDON FOOD SERVICE	214231325	Food, Supplies	10E003 2560 4900 00 000000 0000	228.27
GORDON FOOD SERVICE	214282066	Food	10E003 2560 4100 00 000000 0000	1,062.17
GORDON FOOD SERVICE	214415431	Food	10E003 2560 4100 00 000000 0000	642.76
GORDON FOOD SERVICE	214415435	Food	10E003 2560 4100 00 000000 0000	0.00
GORDON FOOD SERVICE	214415438	Supplies	10E003 2560 4900 00 000000 0000	95.70
GORDON FOOD SERVICE	214436804	Food, Supplies	10E008 2560 4100 00 000000 0000	1,095.53
GORDON FOOD SERVICE	214436804	Food, Supplies	10E008 2560 4900 00 000000 0000	321.60
GORDON FOOD SERVICE	214453604	Food, Supplies	10E005 2560 4100 00 000000 0000	843.69
GORDON FOOD SERVICE	214453604	Food, Supplies	10E005 2560 4900 00 000000 0000	31.51
GORDON FOOD SERVICE	214453607	Supplies	10E005 2560 4900 00 000000 0000	36.28
GORDON FOOD SERVICE	214470545	Food	10E002 2560 4100 00 000000 0000	407.04
GORDON FOOD SERVICE	214470547	Food	10E004 2560 4100 00 000000 0000	1,710.87
GORDON FOOD SERVICE	214470549	Food	10E003 2560 4100 00 000000 0000	594.41
GORDON FOOD SERVICE	214470550	Food	10E002 2560 4100 00 000000 0000	3,122.50
GORDON FOOD SERVICE	214470555	Supplies	10E003 2560 4900 00 000000 0000	82.45
GORDON FOOD SERVICE	214470561	Supplies	10E004 2560 4900 00 000000 0000	134.16
GORDON FOOD SERVICE	214470564	Supplies	10E002 2560 4900 00 000000 0000	132.23
GORDON FOOD SERVICE	214601584	Food	10E002 2560 4100 00 000000 0000	4,823.66
GORDON FOOD SERVICE	214601588	Supplies	10E002 2560 4900 00 000000 0000	333.83
GORDON FOOD SERVICE	214617141	Food	10E010 2560 4100 00 000000 0000	119.91
GORDON FOOD SERVICE	214617142	Food, Supplies	10E008 2560 4100 00 000000 0000	1,919.50
GORDON FOOD SERVICE	214617142	Food, Supplies	10E008 2560 4900 00 000000 0000	294.17
GORDON FOOD SERVICE	214617143	Food	10E011 2560 4100 00 000000 0000	186.21
GORDON FOOD SERVICE	214617150	Supplies	10E010 2560 4900 00 000000 0000	151.69
GORDON FOOD SERVICE	214617155	Supplies	10E011 2560 4900 00 000000 0000	154.18
GORDON FOOD SERVICE	214617157	Food	10E010 2560 4100 00 000000 0000	1,675.11
GORDON FOOD SERVICE	214617158	Food	10E011 2560 4100 00 000000 0000	0.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
GORDON FOOD SERVICE	214617159	Food	10E011 2560 4100 00 000000 0000	715.58
GORDON FOOD SERVICE	214617160	Supplies	10E011 2560 4900 00 000000 0000	226.93
GORDON FOOD SERVICE	214617162	Food	10E011 2560 4100 00 000000 0000	1,903.31
GORDON FOOD SERVICE	214630918	Food, Supplies	10E005 2560 4100 00 000000 0000	1,200.49
GORDON FOOD SERVICE	214630918	Food, Supplies	10E005 2560 4900 00 000000 0000	31.51
GORDON FOOD SERVICE	214650926	Food	10E004 2560 4100 00 000000 0000	2,469.90
GORDON FOOD SERVICE	214650928	Supplies	10E002 2560 4900 00 000000 0000	627.24
GORDON FOOD SERVICE	214650934	Food	10E004 2560 4100 00 000000 0000	119.91
GORDON FOOD SERVICE	214650935	Food	10E002 2560 4100 00 000000 0000	4,414.05
GORDON FOOD SERVICE	214650938	Supplies	10E004 2560 4900 00 000000 0000	63.02
GORDON FOOD SERVICE	15923424	Food	10E002 2560 4100 00 000000 0000	-3.84
GORDON FOOD SERVICE	15924606	Food	10E002 2560 4100 00 000000 0000	-17.97
GORDON FOOD SERVICE	15925330	Food	10E002 2560 4100 00 000000 0000	-7.68
GORDON FOOD SERVICE	15896260	Food	10E002 2560 4100 00 000000 0000	-122.46
GORDON FOOD SERVICE	15925637	Food	10E002 2560 4100 00 000000 0000	-16.05
GORDON FOOD SERVICE	15925348	Food	10E002 2560 4100 00 000000 0000	-1.20
GORDON FOOD SERVICE	15923195	Food	10E002 2560 4100 00 000000 0000	-1.92
GORDON FOOD SERVICE	15923991	Food	10E002 2560 4100 00 000000 0000	-12.62
GORDON FOOD SERVICE	15925583	Food	10E002 2560 4100 00 000000 0000	-21.81
GORDON FOOD SERVICE	15922624	Food	10E002 2560 4100 00 000000 0000	-19.89
GORDON FOOD SERVICE	15923746	Food	10E002 2560 4100 00 000000 0000	-5.04
GORDON FOOD SERVICE	15924515	Food	10E002 2560 4100 00 000000 0000	-10.70
GORDON FOOD SERVICE	15906760	Supplies	10E002 2560 4900 00 000000 0000	-20.39
GORDON FOOD SERVICE	213106663	Food	10E008 2560 4100 00 000000 0000	229.14
GORDON FOOD SERVICE	213298687	Food	10E002 2560 4100 00 000000 0000	4,982.10
GORDON FOOD SERVICE	213298698	Supplies	10E002 2560 4900 00 000000 0000	279.30
GORDON FOOD SERVICE	214794296	Food	10E011 2560 4100 00 000000 0000	1,120.37
GORDON FOOD SERVICE	214794308	Food	10E010 2560 4100 00 000000 0000	1,440.50
GORDON FOOD SERVICE	214794310	Supplies	10E010 2560 4900 00 000000 0000	84.10
GORDON FOOD SERVICE	214809356	Food, Supplies	10E005 2560 4100 00 000000 0000	697.41
GORDON FOOD SERVICE	214809356	Food, Supplies	10E005 2560 4900 00 000000 0000	52.01
GORDON FOOD SERVICE	214918272	Supplies	10E002 2560 4900 00 000000 0000	157.58
GORDON FOOD SERVICE	214918273	Food	10E002 2560 4100 00 000000 0000	4,597.42
GORDON FOOD SERVICE	15925005	Food	10E011 2560 4100 00 000000 0000	-1.20
GORDON FOOD SERVICE	15924160	Food	10E011 2560 4100 00 000000 0000	-1.20
GORDON FOOD SERVICE	15923897	Food	10E011 2560 4100 00 000000 0000	-1.20
GORDON FOOD SERVICE	15924987	Food	10E003 2560 4100 00 000000 0000	-2.49
GORDON FOOD SERVICE	15925465	Food	10E003 2560 4100 00 000000 0000	-4.98
GORDON FOOD SERVICE	15924063	Food	10E003 2560 4100 00 000000 0000	-10.70
GORDON FOOD SERVICE	15925304	Food	10E003 2560 4100 00 000000 0000	-2.49
GORDON FOOD SERVICE	15923032	Food	10E003 2560 4100 00 000000 0000	-10.70
GORDON FOOD SERVICE	15896617	Food	10E003 2560 4100 00 000000 0000	-39.97
GORDON FOOD SERVICE	214650932	Food	10E003 2560 4100 00 000000 0000	961.87
GORDON FOOD SERVICE	214650942	Supplies	10E003 2560 4900 00 000000 0000	171.79
GORDON FOOD SERVICE	214781593	Food	10E003 2560 4100 00 000000 0000	1,862.91
GORDON FOOD SERVICE	214781619	Supplies	10E003 2560 4900 00 000000 0000	130.83
GORDON FOOD SERVICE	214929561	Food, Supplies	10E008 2560 4100 00 000000 0000	1,685.55
GORDON FOOD SERVICE	214929561	Food, Supplies	10E008 2560 4900 00 000000 0000	129.33
GORDON FOOD SERVICE	214929564	Supplies	10E011 2560 4900 00 000000 0000	334.96
GORDON FOOD SERVICE	214929565	Food	10E011 2560 4100 00 000000 0000	220.40
GORDON FOOD SERVICE	214794307	Food, Supplies	10E008 2560 4100 00 000000 0000	1,135.78
GORDON FOOD SERVICE	214794307	Food, Supplies	10E008 2560 4900 00 000000 0000	362.39
GORDON FOOD SERVICE	214929559	Food	10E011 2560 4100 00 000000 0000	2,653.18
GORDON FOOD SERVICE	214962679	Food	10E003 2560 4100 00 000000 0000	886.23
GORDON FOOD SERVICE	15971281	Supplies	10E011 2560 4900 00 000000 0000	-17.28
GORDON FOOD SERVICE	15971280	Food	10E011 2560 4100 00 000000 0000	-9.55

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
GORDON FOOD SERVICE	214962690	Food, Supplies	10E004 2560 4100 00 000000 0000	1,435.99
GORDON FOOD SERVICE	214962690	Food, Supplies	10E004 2560 4900 00 000000 0000	144.12
GORDON FOOD SERVICE	214942587	Food, Supplies	10E005 2560 4100 00 000000 0000	764.02
GORDON FOOD SERVICE	214942587	Food, Supplies	10E005 2560 4900 00 000000 0000	31.51
			Totals for GORDON FOOD SERVICE INC	81,738.65
GORMAN, JEFF	Nov 21	Reimb for Triple I Conference Expenses 11/18-11/21/21	10E001 2310 3320 00 000000 0000	155.71
GORMAN, JEFF	Nov 21	Reimb for Triple I Conference Expenses 11/18-11/21/21	10E001 2310 4100 00 000000 0000	40.00
			Totals for GORMAN, JEFF	195.71
GRAINGER	9106837611	Maintenance Supplies	20E001 2540 4110 00 000000 0000	469.67
GRAINGER	9106880934	Custodial Supplies	20E001 2540 4100 00 000000 0000	522.22
GRAINGER	9111251337	Maintenance Supplies	20E001 2540 4110 00 000000 0000	1,232.40
GRAINGER	9126970418	Maintenance Supplies	20E001 2540 4110 00 000000 0000	520.79
GRAINGER	9133696774	Maintenance Supplies	20E001 2540 4110 00 000000 0000	120.54
GRAINGER	9136463651	Maintenance Supplies	20E001 2540 4110 00 000000 0000	49.24
GRAINGER	9138758850	Maintenance Supplies	20E001 2540 4110 00 000000 0000	76.79
			Totals for GRAINGER	2,991.65
GRAYSLAKE CENTRAL HI	Jan 16	CHS JV/Varsity Dance Competition 01/16/22	10E002 1500 6400 00 000000 0000	125.00
			Totals for GRAYSLAKE CENTRAL HIGH SCHOOL	125.00
GREAT STATES VOLLEYB	Nov 16	CHS Fox Valley Assignment Chairman Volleyball Officials Fees, Nov. 16	10E002 1500 3190 00 000000 0000	131.52
			Totals for GREAT STATES VOLLEYBALL	131.52
GROOT INC	8013375	Refuse & Recycle November All Bldgs	20E001 2540 3210 00 000000 0000	2,469.87
			Totals for GROOT INC	2,469.87
HALL PASS	HP2021-0611	Office supplies	10E002 2120 4100 00 000000 0000	76.00
			Totals for HALL PASS	76.00
HAMILTON ACADEMY	Nov 2021	Monthly Tuition Nov 2021	10E001 1912 6700 00 000000 0000	11,779.20
			Totals for HAMILTON ACADEMY	11,779.20
HAMPSHIRE AUTO PARTS	591493	Grounds Supplies Credit	20E001 2540 4120 00 000000 0000	-27.00
HAMPSHIRE AUTO PARTS	606178	Grounds Supplies for Truck #5	20E001 2540 4120 00 000000 0000	52.26
HAMPSHIRE AUTO PARTS	607730	Grounds Supplies	20E001 2540 4120 00 000000 0000	181.46
			Totals for HAMPSHIRE AUTO PARTS	206.72
HANNEMANN, SHANNON	Sept 2021	CDL Renewal Reimbursement	40E001 2550 6400 00 000000 0000	30.00
			Totals for HANNEMANN, SHANNON	30.00
HARD ROCK CONCRETE C	190212	Mobile Unit Electric Core Drill Holes CT	20E002 2540 5400 00 499800 0000	425.00
			Totals for HARD ROCK CONCRETE CUTTERS IN	425.00
HARGRAVE BUILDERS, I	20793	Grounds Central Dugout Repairs	20E001 2540 5300 00 000000 0000	24,609.00
			Totals for HARGRAVE BUILDERS, INC	24,609.00
HAUG, MATTHEW	Oct 24a	Reimb for Veteran's Day Project	10E011 2410 4100 00 000000 0000	109.09

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
HAUG, MATTHEW	Nov 10	Reimb for Veteran's Day Supplies	10E011 2410 4900 00 000000 0000	99.41
HAUG, MATTHEW	Dec 2	Reimb for Education Week Supplies	10E011 2410 4100 00 000000 0000	56.87
			Totals for HAUG, MATTHEW	265.37
HEINEMANN	7387649	F&P Spanish ED	10E008 1110 4200 00 000000 0000	29.00
			Totals for HEINEMANN	29.00
HEMPHILL, DORNETRIA	Nov 21	Reimb for Triple I Conference Expenses 11/18-11/21/21	10E001 2310 3320 00 000000 0000	24.75
HEMPHILL, DORNETRIA	Nov 21	Reimb for Triple I Conference Expenses 11/18-11/21/21	10E001 2310 4100 00 000000 0000	95.12
			Totals for HEMPHILL, DORNETRIA	119.87
HEROLD, LEAH	Oct 2021	Reimb for Mileage Oct 2021	10E001 2212 3320 00 000000 0000	82.70
HEROLD, LEAH	Aug 2021	Reimb for Mileage Aug 2021	10E001 2212 3320 00 000000 0000	100.95
HEROLD, LEAH	Sept 2021	Reimb for Mileage Sept 2021	10E001 2212 3320 00 000000 0000	90.54
HEROLD, LEAH	Nov 2021	Reimb for Mileage Nov 2021	10E001 2212 3320 00 000000 0000	294.28
HEROLD, LEAH	Oct 25	Reimb. for Virtual Illinois Council of Instructional Coaching Conference Fee	10E001 2210 6400 00 000000 0000	60.00
HEROLD, LEAH	Nov 17-18	Reimb for Illinois Education & Technology Conference Hotel Nov 17-18	10E001 2210 6400 00 000000 0000	223.44
			Totals for HEROLD, LEAH	851.91
HINCKLEY SPRING WATE	2448865 111321	Water Filtration System	40E001 2550 3700 00 000000 0000	70.03
HINCKLEY SPRING WATE	14870571 112021	B&G Bottled Water	20E001 2540 3700 00 000000 0000	33.39
			Totals for HINCKLEY SPRING WATER COMPANY	103.42
HODGES LOIZZI EISENH	53611	Legal Fees Oct	80E001 2369 3180 00 000000 0000	26,260.66
HODGES LOIZZI EISENH	53899	Legal Fees Nov	80E001 2369 3180 00 000000 0000	22,654.88
			Totals for HODGES LOIZZI EISENHAMMER ROD	48,915.54
HOLSTINE, KELLI	Nov 10	Reimb Phonics Focused Guided Reading workshop 11/10/21	10E005 2210 6400 00 000000 0000	228.00
			Totals for HOLSTINE, KELLI	228.00
HOME DEPOT PRO	651128977	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,920.60
HOME DEPOT PRO	651385924	Custodial Supplies	20E001 2540 4100 00 000000 0000	152.95
HOME DEPOT PRO	651944050	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,437.81
HOME DEPOT PRO	651944068	Custodial Supplies	20E001 2540 4100 00 000000 0000	44.68
HOME DEPOT PRO	651944076	Custodial Supplies	20E001 2540 4100 00 000000 0000	960.14
HOME DEPOT PRO	651944084	Custodial Supplies	20E001 2540 4100 00 000000 0000	2,012.94
HOME DEPOT PRO	651944092	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,814.91
HOME DEPOT PRO	651944100	Custodial Supplies	20E001 2540 4100 00 000000 0000	304.64
HOME DEPOT PRO	651944118	Custodial Supplies	20E001 2540 4100 00 000000 0000	556.62
HOME DEPOT PRO	651385932	Custodial Supplies	20E001 2540 4100 00 000000 0000	185.03
HOME DEPOT PRO	652224643	Custodial Supplies	20E001 2540 3230 00 000000 0000	320.00
HOME DEPOT PRO	652745357	Custodial Supplies	20E001 2540 4100 00 000000 0000	25.35
HOME DEPOT PRO	653287813	Custodial Supplies	20E001 2540 4100 00 000000 0000	38.61
HOME DEPOT PRO	653021147	Custodial Supplies	20E001 2540 4100 00 000000 0000	51.26
HOME DEPOT PRO	653287805	Custodial Supplies	20E001 2540 4100 00 000000 0000	179.74
HOME DEPOT PRO	653287789	Custodial Supplies	20E001 2540 4100 00 000000 0000	205.04
HOME DEPOT PRO	652745340	Custodial Supplies	20E001 2540 4100 00 000000 0000	468.21
HOME DEPOT PRO	653287797	Custodial Supplies	20E001 2540 4100 00 000000 0000	642.40
HOME DEPOT PRO	653021139	Maintenance Supplies	20E001 2540 4110 00 000000 0000	33.55

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
HOME DEPOT PRO	653564641	Custodial Supplies	20E001 2540 4100 00 000000 0000	12.28
HOME DEPOT PRO	653564658	Custodial Supplies	20E001 2540 4100 00 000000 0000	71.45
HOME DEPOT PRO	653564666	Custodial Supplies	20E001 2540 4100 00 000000 0000	115.83
HOME DEPOT PRO	653847384	Custodial Supplies	20E001 2540 4100 00 000000 0000	317.55
HOME DEPOT PRO	654642123	Custodial Supplies	20E001 2540 4100 00 000000 0000	-25.35
HOME DEPOT PRO	654381284	Custodial Supplies	20E001 2540 4100 00 000000 0000	34.60
HOME DEPOT PRO	647307974	Custodial Supplies	20E001 2540 4100 00 000000 0000	315.35
HOME DEPOT PRO	647307958	Custodial Supplies	20E001 2540 4100 00 000000 0000	786.46
HOME DEPOT PRO	647307966	Custodial Supplies	20E001 2540 4100 00 000000 0000	800.14
HOME DEPOT PRO	647307990	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,399.97
HOME DEPOT PRO	647308006	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,582.06
HOME DEPOT PRO	647308014	Custodial Supplies	20E001 2540 4100 00 000000 0000	1,764.59
HOME DEPOT PRO	647307982	Custodial Supplies	20E001 2540 4100 00 000000 0000	2,510.51
HOME DEPOT PRO	655473452	Custodial Supplies	20E001 2540 4100 00 000000 0000	36.23
HOME DEPOT PRO	655473460	Custodial Supplies	20E001 2540 4100 00 000000 0000	191.82
HOME DEPOT PRO	655761468	Maintenance Supplies	20E001 2540 4110 00 000000 0000	1,823.78
			Totals for HOME DEPOT PRO	23,091.75
HOWARD LEE & SONS, I	69373	Repair of Fuel Pump	40E001 2550 3230 00 000000 0000	378.50
			Totals for HOWARD LEE & SONS, INC	378.50
HUBERT COMPANY	526237B1	Supplies	10E003 2560 4900 00 000000 0000	138.81
HUBERT COMPANY	526237B2	Supplies	10E003 2560 4900 00 000000 0000	138.81
HUBERT COMPANY	526237B3	Supplies	10E010 2560 4900 00 000000 0000	103.12
HUBERT COMPANY	526237B3	Supplies	10E011 2560 4900 00 000000 0000	103.13
HUBERT COMPANY	526237B4	Supplies	10E004 2560 4900 00 000000 0000	157.71
HUBERT COMPANY	526237B4	Supplies	10E010 2560 4900 00 000000 0000	157.71
HUBERT COMPANY	526237B4	Supplies	10E011 2560 4900 00 000000 0000	157.72
			Totals for HUBERT COMPANY	957.01
HUGHES, THERESA	Nov 15	Pop for Parent Teacher Conferences	10E010 2410 4100 00 000000 0000	50.55
			Totals for HUGHES, THERESA	50.55
HUNTLEY HIGH SCHOOL	Apr 4-18	CHS Fox Valley Conference Art Show Apr 4-18	10E002 1500 6400 00 000000 0000	55.00
			Totals for HUNTLEY HIGH SCHOOL	55.00
IDES	2975273681 12-21	3rd Quarter 2021 July-Sept	80E001 2363 3830 00 000000 0000	22,467.61
			Totals for IDES	22,467.61
ILLINOIS ATHLETIC DI	Dues FY22	Illinois Athletic Director Association Membership	10E002 1500 6400 00 000000 0000	135.00
			Totals for ILLINOIS ATHLETIC DIRECTOR'S	135.00
ILLINOIS PRINCIPALS	359451	Membership Due S. Buchs	10E002 2410 6400 00 000000 0000	384.63
ILLINOIS PRINCIPALS	359452	Membership Due A. Paszt	10E002 2410 6400 00 000000 0000	659.00
ILLINOIS PRINCIPALS	359735	Membership Dues S. Farrington	10E002 2410 6400 00 000000 0000	384.63
			Totals for ILLINOIS PRINCIPALS ASSOCIATI	1,428.26
ILLINOIS STATE BOARD	31-045-3010-26 F	Refund to ISBE for unused FY21 Ag grant funds	10R000 3235 0000 00 000000 0000	280.00
			Totals for ILLINOIS STATE BOARD OF EDUCA	280.00
ILMEA STATE OFFICE	Nov 2021	PKMS Junior Chorus Festival Entry Fee	10E011 1120 3900 00 000000 0000	25.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for ILMEA STATE OFFICE	25.00
IMAGE AWARDS & ENGRA	35444	Retirement Clocks	10E001 2310 4100 00 000000 0000	128.00
IMAGE AWARDS & ENGRA	35478	Retirement Clock	10E001 2310 4100 00 000000 0000	63.00
			Totals for IMAGE AWARDS & ENGRAVING	191.00
INFOSEC INSTITUTE, I	INV52491	Infosec IQ Pro Implementation Professional Services 2021-2026	10E001 2660 3160 00 000000 0000	39,500.00
			Totals for INFOSEC INSTITUTE, INC	39,500.00
INTER STATE STUDIO &	44559	Supplies	10E011 2410 4900 00 000000 0000	63.24
			Totals for INTER STATE STUDIO & PUBLISHI	63.24
INTERNATIONAL BOOK I	245300	FL supplies	10E002 1130 4100 00 000000 0000	141.13
			Totals for INTERNATIONAL BOOK IMPORT SER	141.13
ISRAELSON, PAMELA	Dec 12	Reimb for supplies	10E001 2310 4100 00 000000 0000	13.36
ISRAELSON, PAMELA	Dec 12	Reimb for supplies	10E001 2520 4100 00 000000 0000	23.68
			Totals for ISRAELSON, PAMELA	37.04
JACOBS HIGH SCHOOL	Sept 30	CHS Boys Golf Tournament Fee 9/30/21	10E002 1500 6400 00 000000 0000	325.00
			Totals for JACOBS HIGH SCHOOL	325.00
JJ KELLER & ASSOCIAT	9106379522	Bus Driver Pre-Trip Forms	40E001 2550 4100 00 000000 0000	2,087.75
			Totals for JJ KELLER & ASSOCIATES INC	2,087.75
JOINER, DANIEL	Uniform FY22	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	109.59
			Totals for JOINER, DANIEL	109.59
JOLLY LEARNING LTD	4466644	Jolly Phonics Starter Kit	10E010 1110 4200 00 000000 0000	896.29
JOLLY LEARNING LTD	4466649	Classroom Curriculum	10E010 1110 4200 00 000000 0000	15.80
			Totals for JOLLY LEARNING LTD	912.09
K LOG, INC	21-311590-1	Staff Lounge Chairs and Tables	10E008 2410 4100 00 000000 0000	4,507.93
			Totals for K LOG, INC	4,507.93
KANE COUNTY REGIONAL	8002200086	November Fingerprinting	10E001 2520 3100 00 000000 0000	160.00
			Totals for KANE COUNTY REGIONAL OFFICE O	160.00
KANELAND COMM SCHOOL	BD02	McKinney Vento transportation Oct 2021	40E001 2550 3310 00 000000 0000	7,499.40
			Totals for KANELAND COMM SCHOOL DIST 302	7,499.40
KANELAND HARTER MIDD	Nov 12-13	CMS 8th Grade Boys Basketball Tournament	10E003 1500 6400 00 000000 0000	175.00
KANELAND HARTER MIDD	Jan 28-29	CMS 8th Grade Girls A Team Basketball Tournament Jan 28-29	10E003 1500 6400 00 000000 0000	175.00
KANELAND HARTER MIDD	Dec 3-4	Boys Basketball Tournament Fee Dec 3-4, 2021	10E011 1500 6400 00 000000 0000	175.00
KANELAND HARTER MIDD	Feb 4-5	Girls Basketball Tournament Fee Feb 4-5, 2022	10E011 1500 6400 00 000000 0000	175.00
			Totals for KANELAND HARTER MIDDLE SCHOOL	700.00
KARAMITSOS, ALYSSA	94379	Reimb for Cheer Supplies	10E011 1500 4100 00 000000 0000	92.00
			Totals for KARAMITSOS, ALYSSA	92.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
KEYGUARD ASSISTIVE T	32266	Keyguard for MV student	10E001 1200 4100 00 462000 0000	85.82
			Totals for KEYGUARD ASSISTIVE TECHNOLOGY	85.82
KING, NICHOLAS	Nov 2021	Reimb for Mileage Nov 2021	10E001 2660 3320 00 000000 0000	33.06
			Totals for KING, NICHOLAS	33.06
KOLKEBECK, THERESA	Nov 22	Reimb for Character Committee Awards Supplies	10E010 2410 4100 00 000000 0000	53.83
			Totals for KOLKEBECK, THERESA	53.83
LAKESHORE LEARNING M	436267111621	Classroom Teacher Set of Magnetic Letters	10E005 1110 4100 00 000000 0000	126.47
			Totals for LAKESHORE LEARNING MATERIALS	126.47
LARSON & DARBY GROUP	41928	Professional Services Rendered Dist HLS Surveys	20E001 2540 3100 00 000000 0000	13,187.38
LARSON & DARBY GROUP	41929	Professional Services Rendered LL Upgrades 2022	20E001 2540 3100 00 000000 0000	2,817.50
LARSON & DARBY GROUP	41930	Professional Services Rendered Mobile Classrooms	20E001 2540 3100 00 000000 0000	2,807.50
LARSON & DARBY GROUP	41932	Professional Services Cafeteria Expansion PKMS, CT	20E001 2540 3100 00 000000 0000	12,246.00
			Totals for LARSON & DARBY GROUP	31,058.38
LAUREATE DAY SCHOOL	LDS 66063	Monthly tuition Oct 2021	10E001 1912 6700 00 000000 0000	4,984.46
			Totals for LAUREATE DAY SCHOOL	4,984.46
LAW OFFICES OF CHARL	19313	Professional Services ZM	80E001 2369 3180 00 000000 0000	3,500.00
			Totals for LAW OFFICES OF CHARLES P. FOX	3,500.00
LEARNING A-Z	4653322	Reading A-Z Licenses	10E004 1110 4200 00 000000 0000	90.00
LEARNING A-Z	4653343	Reading A-Z Licenses	10E004 1110 4200 00 000000 0000	90.00
			Totals for LEARNING A-Z	180.00
LESSONPIX INC	5899	Annual license renewal	10E001 1200 3140 00 462000 0000	615.60
			Totals for LESSONPIX INC	615.60
LITERACY RESOURCES,	177295	Phonemic Awareness	10E001 1100 4100 00 430000 0000	3,023.54
			Totals for LITERACY RESOURCES, INC	3,023.54
LUCKY LOCATORS INC	26762	Locate for Electric and Sewer Lines LL	20E001 2540 3100 00 000000 0000	245.00
LUCKY LOCATORS INC	26761	Locate for Electric and Sewer Lines CT	20E001 2540 3100 00 000000 0000	245.00
			Totals for LUCKY LOCATORS INC	490.00
MALCOR ROOFING OF IL	3592	Roof Leak Repairs PV	20E001 2540 3230 00 000000 0000	645.00
			Totals for MALCOR ROOFING OF ILLINOIS IN	645.00
MARACCINI, CARRIE	Nov 24	Postage Reimbursement	40E001 2550 4110 00 000000 0000	54.20
			Totals for MARACCINI, CARRIE	54.20
MARLOWE MIDDLE SCHOO	Feb 5	2022 Wrestling Tournament Fee Feb 5, 2022	10E011 1500 6400 00 000000 0000	250.00
			Totals for MARLOWE MIDDLE SCHOOL	250.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MARTIN, KIMBERLY	Lunch Refund	Food Services Refund PKMS	10R011 1611 0000 00 000000 0000	13.95
			Totals for MARTIN, KIMBERLY	13.95
MARTINEZ, FORTINO	Uniform FY22	2020-2021 Uniform Reimb	20E002 2540 4110 00 000000 0000	121.22
			Totals for MARTINEZ, FORTINO	121.22
MATISON, DAVID	Uniform FY22	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	166.61
			Totals for MATISON, DAVID	166.61
MCCARTHY, MATTHEW	Nov 2021	Reimb for Mileage Nov 2021	10E001 2660 3320 00 000000 0000	97.50
			Totals for MCCARTHY, MATTHEW	97.50
MCGRAW HILL SCHOOL E	120252172001	SRA Reading Mastery Workbooks for Resource	10E005 1110 4200 00 000000 0000	57.32
			Totals for MCGRAW HILL SCHOOL EDUCATION	57.32
MENARDS, ELGIN	23980	Maintenance Supplies	20E001 2540 4110 00 000000 0000	106.93
MENARDS, ELGIN	24286	LED Rechargeable Flashlight	40E001 2550 4100 00 000000 0000	17.98
MENARDS, ELGIN	23964	Drama supplies	10E002 1130 4900 00 000000 0000	369.70
MENARDS, ELGIN	24776	Maintenance Supplies	20E001 2540 4110 00 000000 0000	74.47
MENARDS, ELGIN	24801	Maintenance Supplies	20E001 2540 4110 00 000000 0000	37.00
MENARDS, ELGIN	24639	Drama supplies	10E002 1130 4900 00 000000 0000	278.67
MENARDS, ELGIN	25800	Maintenance Supplies	20E001 2540 4110 00 000000 0000	124.12
MENARDS, ELGIN	25734	Maintenance Supplies	20E001 2540 4110 00 000000 0000	178.28
			Totals for MENARDS, ELGIN	1,187.15
METRO PREP	MP 66013	Monthly Tuition Oct 2021	10E001 1912 6700 00 000000 0000	4,479.82
			Totals for METRO PREP	4,479.82
MIDWEST COMPUTER PRO	718612	Light bulb for projectors, Mimio View Camera	10E004 2410 4100 00 000000 0000	653.28
			Totals for MIDWEST COMPUTER PRODUCTS, IN	653.28
MIDWEST TRANSIT EQUI	X101060068:01	7" LED Tail Lamp	40E001 2550 4100 00 000000 0000	49.25
MIDWEST TRANSIT EQUI	R311004719:02	8 Way Activation Issue, Bus #19	40E001 2550 3230 00 000000 0000	71.50
MIDWEST TRANSIT EQUI	R311004693:02	Wheelchair Lift Repairs, Bus 88	40E001 2550 3230 00 000000 0000	71.24
MIDWEST TRANSIT EQUI	X101060112:01	Starcraft Lamp Red	40E001 2550 4100 00 000000 0000	62.01
MIDWEST TRANSIT EQUI	R311004759:02	Hub Seal Replacement, Brake Pads Replaced	40E001 2550 4100 00 000000 0000	772.20
MIDWEST TRANSIT EQUI	X101059296:01	Switch on Wheelchair Lift	40E001 2550 4100 00 000000 0000	219.92
MIDWEST TRANSIT EQUI	R311004837:01	Two Way Radio Issues	40E001 2550 3230 00 000000 0000	75.79
			Totals for MIDWEST TRANSIT EQUIPMENT, IN	1,321.91
MILHOUSEN, ANTHONY	Uniform FY22	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	120.92
			Totals for MILHOUSEN, ANTHONY	120.92
MILLENNIUM INVESTIGA	10628	Surveillance	10E001 2520 3100 00 000000 0000	600.00
MILLENNIUM INVESTIGA	10629	Surveillance	10E001 2520 3100 00 000000 0000	1,600.00
MILLENNIUM INVESTIGA	10630	Surveillance	10E001 2520 3100 00 000000 0000	1,100.00
MILLENNIUM INVESTIGA	10624	Surveillance	10E001 2520 3100 00 000000 0000	1,000.00
MILLENNIUM INVESTIGA	10625	Surveillance	10E001 2520 3100 00 000000 0000	200.00
MILLENNIUM INVESTIGA	10626	Surveillance	10E001 2520 3100 00 000000 0000	1,000.00
MILLENNIUM INVESTIGA	10627	Surveillance	10E001 2520 3100 00 000000 0000	1,100.00
			Totals for MILLENNIUM INVESTIGATIONS	6,600.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MUSIC & ARTS CENTER,	INV028927552	Band supplies	10E002 1130 4100 00 000000 0000	225.00
MUSIC & ARTS CENTER,	INV029028603	Band supplies	10E002 1130 4100 00 000000 0000	600.00
MUSIC & ARTS CENTER,	INV029200274	Instrument Repair	10E002 1130 3230 00 000000 0000	162.00
MUSIC & ARTS CENTER,	INV027821631	Band supplies	10E002 1130 4100 00 000000 0000	225.00
MUSIC & ARTS CENTER,	INV027825920	Band supplies	10E002 1130 4100 00 000000 0000	63.20
			Totals for MUSIC & ARTS CENTER, INC	1,275.20
MWI VETERINARY SUPPL	35795228	Supplies Ag Dept	10E002 1130 4100 00 474500 0000	30.03
			Totals for MWI VETERINARY SUPPLY CO	30.03
NATURAL TREE SERVICE	Nov 11	Grounds Supplies tree removal	20E001 2540 4120 00 000000 0000	1,200.00
			Totals for NATURAL TREE SERVICE	1,200.00
NEIL, VINCENT	Nov 7-9	Midwest Ed Tech Summit Reimb 11/8-11/9/2021	10E001 2210 6400 00 000000 0000	184.10
NEIL, VINCENT	Nov 2021	Reimb for Mileage Midwest Technology Ed Conference Nov 6-9	10E001 2212 3320 00 000000 0000	164.64
			Totals for NEIL, VINCENT	348.74
NEWHOPE ACADEMY	102021W27a	Monthly tuition Oct-1 day	10E001 1912 6700 00 000000 0000	233.40
NEWHOPE ACADEMY	112021W30	Monthly tuition Nov 2021	10E001 1912 6700 00 000000 0000	4,201.20
			Totals for NEWHOPE ACADEMY	4,434.60
NICOR GAS	01-61-78-10005 1	Gas Service for Transportation	20E001 2540 4650 00 000000 0000	252.16
			Totals for NICOR GAS	252.16
NIHIP	Dec 2021 Final	Medical Claims	10E002 1130 2210 00 000000 0000	-3.80
NIHIP	Dec 2021 Final	Medical Claims	10E002 1130 2220 00 000000 0000	4,735.50
NIHIP	Dec 2021 Final	Medical Claims	20E001 2540 2210 00 000000 0000	1.52
NIHIP	Dec 2021 Final	Medical Claims	20E001 2540 2220 00 000000 0000	713.70
			Totals for NIHIP	5,446.92
NOBLE, DENNIS	Refund	CHS Advanced Health Refund	10R000 1811 0000 00 000000 0000	15.00
			Totals for NOBLE, DENNIS	15.00
NORTHWESTERN ILLINOI	220095	FY22 Contractual Service Fees	10E001 4120 3190 00 000000 0000	59,593.75
NORTHWESTERN ILLINOI	220095	FY22 Contractual Service Fees	10E001 4120 3190 00 462000 0000	64,924.12
NORTHWESTERN ILLINOI	220138	Deaf/HH Tuition FY22 Q2	10E001 4220 6700 00 462000 0000	24,000.00
			Totals for NORTHWESTERN ILLINOIS ASSOCIA	148,517.87
OFFICE DEPOT	205995340002	Office supplies	10E004 2410 4100 00 000000 0000	15.11
OFFICE DEPOT	206065046001	Office supplies	10E004 2410 4100 00 000000 0000	181.67
OFFICE DEPOT	206065047001	Office supplies	10E004 2410 4100 00 000000 0000	191.28
OFFICE DEPOT	206065048001	Office supplies	10E004 2410 4100 00 000000 0000	105.30
OFFICE DEPOT	187526102001	Workroom supplies, teacher supplies	10E005 1110 4100 00 000000 0000	67.26
OFFICE DEPOT	212204565001	Office supplies	10E004 2410 4100 00 000000 0000	35.52
OFFICE DEPOT	212203977001	Office supplies	10E004 2410 4100 00 000000 0000	138.70
OFFICE DEPOT	212204563001	Office supplies	10E004 2410 4100 00 000000 0000	54.76
			Totals for OFFICE DEPOT	789.60
PARISI, NICOLE	93509	Reimb for Cheer Music, NCJC Competition	10E003 1500 4100 00 000000 0000	114.00
			Totals for PARISI, NICOLE	114.00
PARRA, ROBERTO	Nov 2021	Reimb for Mileage Nov 2021	10E001 2660 3320 00 000000 0000	40.37

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for PARRA, ROBERTO	40.37
PAULUS, KIMBERLY	Nov 7-9	Midwest Ed Tech Summit Conf 11/8-11/9/2021	10E001 2210 6400 00 000000 0000	459.10
PAULUS, KIMBERLY	Nov 17-19	IETC Hotel Reimb Nov 17-19	10E001 2210 6400 00 000000 0000	223.44
PAULUS, KIMBERLY	Nov 2021	November 2021 mileage reimb	10E001 2212 3320 00 000000 0000	452.37
			Totals for PAULUS, KIMBERLY	1,134.91
PEARSON NCS	16477447	Online assessments	10E001 2230 3190 00 462000 0000	525.00
PEARSON NCS	16480345	Online Protocols	10E001 2230 3190 00 462000 0000	1,158.50
			Totals for PEARSON NCS	1,683.50
PEERBOOM, JASON	Uniform FY22a	2021-2022 Uniform Reimb	20E002 2540 4110 00 000000 0000	91.15
			Totals for PEERBOOM, JASON	91.15
PEERLESS NETWORK	466486	Phones	20E001 2540 3400 00 000000 0000	3,073.19
PEERLESS NETWORK	476138	Phones	20E001 2540 3400 00 000000 0000	3,079.28
			Totals for PEERLESS NETWORK	6,152.47
PEORIA HIGH SCHOOL	Sept 11	CHS Cross Country First to Finish Invitational Peoria Sept 11, 2021	10E002 1500 6400 00 000000 0000	250.00
			Totals for PEORIA HIGH SCHOOL	250.00
PEPSI COLA GEN BOT I	37997556	Pop	10E002 2560 4100 00 000000 0000	1,693.58
PEPSI COLA GEN BOT I	45969657	Pepsi products	10E002 1500 4900 00 000000 0000	204.68
PEPSI COLA GEN BOT I	44130908	Pop	10E011 2560 4100 00 000000 0000	467.76
PEPSI COLA GEN BOT I	37997554	Pop	10E003 2560 4100 00 000000 0000	212.42
PEPSI COLA GEN BOT I	45969656	Pop	10E002 2560 4100 00 000000 0000	498.06
PEPSI COLA GEN BOT I	19304555	Pop	10E002 2560 4100 00 000000 0000	504.44
PEPSI COLA GEN BOT I	49174354	Pop	10E002 2560 4100 00 000000 0000	1,072.54
PEPSI COLA GEN BOT I	420704	Pop	10E011 2560 4100 00 000000 0000	1,122.14
PEPSI COLA GEN BOT I	19457353	Pop	10E002 1500 4900 00 000000 0000	362.59
			Totals for PEPSI COLA GEN BOT INC	6,138.21
PFLUG, DAINA	Sept-Nov 2021	Reimb for Mileage Sept-Nov 2021	10E001 2510 3320 00 000000 0000	150.00
PFLUG, DAINA	Sept-Nov 2021	Reimb for Mileage Sept-Nov 2021	10E001 2520 3320 00 000000 0000	26.96
PFLUG, DAINA	Sept-Nov 2021	Reimb for Mileage Sept-Nov 2021	10E001 2510 4100 00 000000 0000	10.45
			Totals for PFLUG, DAINA	187.41
PIONEER MANUFACTURIN	INV817652	Grounds Supplies, Acct No. CE5575	20E001 2540 4120 00 000000 0000	392.70
			Totals for PIONEER MANUFACTURING CO/ATHL	392.70
PIT STOP	PS409691	Services Oct 2021	10E011 1500 3190 00 000000 0000	195.44
PIT STOP	PS375568	Services June 2021	10E011 1500 3190 00 000000 0000	288.00
PIT STOP	PS404496	Services Sept 2021	10E011 1500 3190 00 000000 0000	288.00
			Totals for PIT STOP	771.44
PITNEY BOWES GLOBAL	3105087325	Postage Meter	10E001 2410 3250 00 000000 0000	138.00
PITNEY BOWES GLOBAL	3105086996	Postage Meter	10E001 2410 3250 00 000000 0000	117.00
PITNEY BOWES GLOBAL	3105087036	Postage Meter	10E001 2410 3250 00 000000 0000	215.82
			Totals for PITNEY BOWES GLOBAL FINANCIAL	470.82
POLOWY, DANIEL	Dec 14	B&G Office Staff Meeting Lunch	20E001 2540 4110 00 000000 0000	94.75
			Totals for POLOWY, DANIEL	94.75
POTSIC, MICHAEL	Nov 2021	Reimb for Mileage Nov 2021	10E001 2330 3320 00 000000 0000	36.96

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for POTSIC, MICHAEL	36.96
PRENTKE ROMICH COMPA	21128809	Nova Chat for MidValley	10E001 1200 4100 00 462000 0000	127.00
			Totals for PRENTKE ROMICH COMPANY	127.00
PRIOLA, RACHEL	Nov 8-9	Midwest Ed Tech Summit Conf 11/8-11/9/2021	10E001 2210 6400 00 000000 0000	275.00
PRIOLA, RACHEL	Nov 2021	Reimb for Mileage Nov 2021	10E001 2212 3320 00 000000 0000	105.10
			Totals for PRIOLA, RACHEL	380.10
PRO-ED	2916214	Protocols	10E001 2230 3190 00 462000 0000	363.30
			Totals for PRO-ED	363.30
PROQUEST INFORMATION	70702202	Database renewal-Culturegrams Online	10E002 2220 4100 00 000000 0000	914.29
			Totals for PROQUEST INFORMATION & LEARNI	914.29
R A ADAMS ENTERPRISE	J013385	Grounds Equipment Repair	20E002 2540 3230 00 000000 0000	938.05
R A ADAMS ENTERPRISE	J013394	Grounds Vehicle Repair	20E002 2540 3230 00 000000 0000	892.51
			Totals for R A ADAMS ENTERPRISES, INC	1,830.56
RADI-LINK, INC	108363	Motorola Radio LL	10E005 2410 7100 00 000000 0000	570.00
RADI-LINK, INC	108359	Motorola Radios HBT	10E004 1110 7100 00 000000 0000	1,140.00
RADI-LINK, INC	108358	Walkie Talkies for PV	10E008 2410 7100 00 000000 0000	1,140.00
			Totals for RADI-LINK, INC	2,850.00
REAGAN, STACY	Nov 8-9	Midwest Ed Tech Summit Conf 11/8-11/9/2021	10E002 2210 6400 00 000000 0000	275.00
REAGAN, STACY	Sept 9	Kane County Regional Inspire Box PD Training	10E002 2210 6400 00 000000 0000	75.00
			Totals for REAGAN, STACY	350.00
REVTRAK	Fees 11-21	Nov credit card fees	10E001 2520 3100 00 000000 0000	3,226.77
			Totals for REVTRAK	3,226.77
RHODES, RACHEL	Sept 2021	Reimb for Mileage Sept 2021	10E008 1205 3320 00 000000 0000	23.34
RHODES, RACHEL	Sept 2021	Reimb for Mileage Sept 2021	10E010 1205 3320 00 000000 0000	23.35
RHODES, RACHEL	Oct 2021	Reimb for Mileage Oct 2021	10E008 1205 3320 00 000000 0000	18.89
RHODES, RACHEL	Oct 2021	Reimb for Mileage Oct 2021	10E010 1205 3320 00 000000 0000	18.90
RHODES, RACHEL	Nov 2021	Reimb for Mileage Nov 2021	10E008 1205 3320 00 000000 0000	21.12
RHODES, RACHEL	Nov 2021	Reimb for Mileage Nov 2021	10E010 1205 3320 00 000000 0000	21.12
			Totals for RHODES, RACHEL	126.72
RIDGEVIEW ELECTRIC I	37240	Repair Underground Conduit	20E001 2540 3230 00 000000 0000	5,087.00
			Totals for RIDGEVIEW ELECTRIC INC	5,087.00
RIFTON	R997B-1	Part to repair support station for CHS student	10E001 1200 4100 00 462000 0000	551.00
			Totals for RIFTON	551.00
RIVEREDGE HOSPITAL	20220234	Tutoring	10E001 1200 3140 00 462000 0000	192.00
			Totals for RIVEREDGE HOSPITAL	192.00
RT REPAIR	16167	Grounds Vehicle Repair	20E002 2540 3230 00 000000 0000	180.00
RT REPAIR	16168	Grounds Vehicle Repair	20E002 2540 3230 00 000000 0000	896.00
RT REPAIR	16193	Grounds Vehicle Repair Truck #1	20E002 2540 3230 00 000000 0000	240.69

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for RT REPAIR	1,316.69
RUNDE'S LANDSCAPE CO	6312	Grounds Supplies	20E001 2540 4120 00 000000 0000	1,236.00
			Totals for RUNDE'S LANDSCAPE CONTRACTORS	1,236.00
S & S WORLDWIDE, INC	IN100888740	Supplies	10E010 1110 4100 00 000000 0000	72.42
			Totals for S & S WORLDWIDE, INC	72.42
SCHINDLER ELEVATOR C	7100473346	Elevator Hoistway Access CHS	20E001 2540 3100 00 000000 0000	3,028.86
			Totals for SCHINDLER ELEVATOR CORPORATIO	3,028.86
SCHMIDT, JILL	Oct 13	Reimb for Science Experiment Supplies	10E011 1120 4110 00 000000 0000	72.18
SCHMIDT, JILL	Nov 16	Reimb for Science Supplies	10E011 1120 4110 00 000000 0000	50.61
			Totals for SCHMIDT, JILL	122.79
SCHOOL HEALTH CORPOR	3991948-00	Nurse supplies	10E004 1110 4250 00 000000 0000	117.70
			Totals for SCHOOL HEALTH CORPORATION	117.70
SCHOOL SPECIALTY LLC	208128917589	Laminating film	10E004 1110 4100 00 000000 0000	331.12
SCHOOL SPECIALTY LLC	208128917597	Construction paper	10E004 1110 4100 00 000000 0000	189.77
			Totals for SCHOOL SPECIALTY LLC	520.89
SCHOOLBELLS LTD	1116	Private Transportation Oct	40E001 2550 3310 00 000000 0000	3,713.00
SCHOOLBELLS LTD	1116	Private Transportation Oct	10E001 2550 3320 00 430000 0000	2,591.00
SCHOOLBELLS LTD	1129	Private Transportation Nov	40E001 2550 3310 00 000000 0000	3,564.00
SCHOOLBELLS LTD	1129	Private Transportation Nov	10E001 2550 3320 00 430000 0000	2,238.00
			Totals for SCHOOLBELLS LTD	12,106.00
SCHREUR, LAMBERTUS	Nov 2021	Reimb for Mileage Nov 2021	10E001 2660 3320 00 000000 0000	26.88
			Totals for SCHREUR, LAMBERTUS	26.88
SCHURING & SCHURING	Nov 2021 PKMS	Dairy	10E011 2560 4100 00 000000 0000	1,406.36
SCHURING & SCHURING	Nov 2021 CMS	Dairy	10E003 2560 4100 00 000000 0000	501.79
SCHURING & SCHURING	Nov 2021 HBT	Dairy	10E004 2560 4100 00 000000 0000	1,891.18
SCHURING & SCHURING	Nov 2021 CHS	Dairy	10E002 2560 4100 00 000000 0000	1,935.65
SCHURING & SCHURING	Nov 2021 CT	Dairy	10E010 2560 4100 00 000000 0000	1,868.95
SCHURING & SCHURING	Nov 2021 PV	Dairy	10E008 2560 4100 00 000000 0000	1,897.12
SCHURING & SCHURING	Nov 2021 LL	Dairy	10E005 2560 4100 00 000000 0000	894.02
			Totals for SCHURING & SCHURING	10,395.07
SEAL OF ILLINOIS	10475	Monthly Tuition Nov 2021	10E001 1912 6700 00 000000 0000	8,646.88
			Totals for SEAL OF ILLINOIS	8,646.88
SECRETARY OF STATE	Bus Licenses FY2	Bus License Plate Sticker Renewals-78 buses	40E001 2550 6400 00 000000 0000	780.00
			Totals for SECRETARY OF STATE	780.00
SERVICE CONCEPTS, IN	28389	Repairs PKMS	10E011 2560 3230 00 000000 0000	906.51
SERVICE CONCEPTS, IN	28394	Repairs CT	10E010 2560 3230 00 000000 0000	0.00
SERVICE CONCEPTS, IN	28426	Maintenance Supplies	20E001 2540 4110 00 000000 0000	374.98
SERVICE CONCEPTS, IN	28427	Maintenance Supplies Pump Motor	20E001 2540 7100 00 000000 0000	1,433.63
SERVICE CONCEPTS, IN	28428	Maintenance Supplies	20E001 2540 4110 00 000000 0000	0.00
SERVICE CONCEPTS, IN	28461	Maintenance Supplies	20E001 2540 4110 00 000000 0000	49.38
SERVICE CONCEPTS, IN	28462	Maintenance Supplies	20E001 2540 4110 00 000000 0000	0.00
SERVICE CONCEPTS, IN	28469	Maintenance Supplies	20E001 2540 4110 00 000000 0000	399.74

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
SERVICE CONCEPTS, IN	28460	Repair	10E003 2560 3230 00 000000 0000	61.10
SERVICE CONCEPTS, IN	28516	Maintenance Supplies	20E001 2540 4110 00 000000 0000	832.73
SERVICE CONCEPTS, IN	28521	Preventative Maintenance Contracts	20E001 2540 3100 00 000000 0000	12,800.00
SERVICE CONCEPTS, IN	28522	Plumbing Maintenance Contracts	20E001 2540 3100 00 000000 0000	2,560.00
SERVICE CONCEPTS, IN	28517	Maintenance Supplies	20E001 2540 4110 00 000000 0000	0.00
SERVICE CONCEPTS, IN	28515	Repair	10E005 2560 3230 00 000000 0000	227.57
SERVICE CONCEPTS, IN	28523	Kitchen Service Contract	10E001 2560 3190 00 000000 0000	2,133.33
SERVICE CONCEPTS, IN	28496	QSL Return Fan PK	20E001 2540 5400 00 000000 0000	10,584.40
SERVICE CONCEPTS, IN	28497	Maintenance Supplies	20E001 2540 4110 00 000000 0000	0.00
SERVICE CONCEPTS, IN	28495	Maintenance Supplies ABB Frequency Drive CT	20E001 2540 7100 00 000000 0000	2,316.80
SERVICE CONCEPTS, IN	28560	Maintenance linkage repair kit	20E001 2540 7100 00 000000 0000	1,139.76
SERVICE CONCEPTS, IN	28559	Maintenance bearing assembly	20E001 2540 7100 00 000000 0000	2,094.76
SERVICE CONCEPTS, IN	28561	Maintenance Repair	20E001 2540 3230 00 000000 0000	0.00
			Totals for SERVICE CONCEPTS, INC	37,914.69
SERVICE SANITATION I	8292253	ALS Mobile 11/12/21	20E001 2540 3230 00 000000 0000	652.70
SERVICE SANITATION I	8292254	Service of Port-o-Lets Transportation	20E001 2540 3230 00 000000 0000	248.10
SERVICE SANITATION I	8306953	Service of Port-o-Lets Transportation	20E001 2540 3230 00 000000 0000	248.10
SERVICE SANITATION I	8306952	Service of Port-o-Lets ALS Mobile 12/10/21	20E001 2540 3230 00 000000 0000	652.70
			Totals for SERVICE SANITATION INC	1,801.60
SLP TOOLKIT LLC	3114	Yearly Subscription 21-22	10E011 2150 4100 00 000000 0000	215.00
			Totals for SLP TOOLKIT LLC	215.00
SNYDER, ERICA	Nov 7-9	Midwest Ed Tech Summit Conf 11/8-11/9/2021	10E001 2210 6400 00 000000 0000	459.10
SNYDER, ERICA	Nov 2021	November 2021 mileage reimb	10E001 2212 3320 00 000000 0000	227.42
			Totals for SNYDER, ERICA	686.52
SONITROL CHICAGOLAND	248530	Security Services, Access Control LL	20E001 2540 3100 00 000000 0000	585.00
			Totals for SONITROL CHICAGOLAND WEST	585.00
SPECIAL EDUCATION SY	SYSINV-008314	Private Transportation Nov 2021	40E001 2550 3310 00 000000 0000	1,130.58
			Totals for SPECIAL EDUCATION SYSTEMS, IN	1,130.58
STALKER SPORTS FLOOR	7775	Gym Floor Rebounder One Coat LL, PK, CMS	20E001 2540 3230 00 000000 0000	6,150.00
			Totals for STALKER SPORTS FLOOR	6,150.00
STAN'S OFFICE TECHNO	363770	Staples for workroom copiers	10E008 1110 4170 00 000000 0000	104.96
STAN'S OFFICE TECHNO	363859	Staples for copy machine	10E004 1110 4170 00 000000 0000	164.75
STAN'S OFFICE TECHNO	364229	Black and Color pages	10E001 2410 3250 00 000000 0000	14,392.39
			Totals for STAN'S OFFICE TECHNOLOGIES	14,662.10
STOVER, GAIL	Aug 2021	Reimb for Mileage Aug 2021	10E001 2212 3320 00 000000 0000	96.75
STOVER, GAIL	Sept 2021	Reimb for Mileage Sept 2021	10E001 2212 3320 00 000000 0000	64.05
STOVER, GAIL	Oct 2021	Reimb for Mileage Oct 2021	10E001 2212 3320 00 000000 0000	98.28
STOVER, GAIL	ICIC21-102021-05	Reimb for Virtual Illinois Council of Instructional Coaching Conference Fee	10E001 2210 6400 00 000000 0000	60.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
STOVER, GAIL	Nov 7-9	Midwest Ed Tech Summit Reimb 11/8-11/9/2021	10E001 2210 6400 00 000000 0000	244.72
			Totals for STOVER, GAIL	563.80
SUMMIT SCHOOL, INC	34644	Monthly Tuition Nov	10E001 1912 6700 00 000000 0000	15,967.08
			Totals for SUMMIT SCHOOL, INC	15,967.08
SUNBELT STAFF, LLC	20246279	Contracted School Psychologists and Mat. Leave SW	10E001 2140 3140 00 000000 0000	3,556.80
SUNBELT STAFF, LLC	20246279	Contracted School Psychologists and Mat. Leave SW	10E001 2110 3100 00 462000 0000	2,268.00
SUNBELT STAFF, LLC	20252299	Contracted School Psychologists and Mat. Leave SW	10E001 2140 3140 00 000000 0000	3,556.80
SUNBELT STAFF, LLC	20252299	Contracted School Psychologists and Mat. Leave SW	10E001 2110 3100 00 462000 0000	3,066.00
SUNBELT STAFF, LLC	20262127	Contracted School Psychologists and Mat. Leave SW	10E001 2140 3140 00 000000 0000	3,556.80
SUNBELT STAFF, LLC	20262127	Contracted School Psychologists and Mat. Leave SW	10E001 2110 3100 00 462000 0000	2,436.00
SUNBELT STAFF, LLC	20262120	Contracted School Psychologists and Mat. Leave SW	10E001 2140 3140 00 000000 0000	3,556.80
SUNBELT STAFF, LLC	20262120	Contracted School Psychologists and Mat. Leave SW	10E001 2110 3100 00 462000 0000	2,436.00
SUNBELT STAFF, LLC	20265243	Contracted School Psychologists and Mat. Leave SW	10E001 2140 3140 00 000000 0000	1,417.60
SUNBELT STAFF, LLC	20265243	Contracted School Psychologists and Mat. Leave SW	10E001 2110 3100 00 462000 0000	1,176.00
			Totals for SUNBELT STAFF, LLC	27,026.80
SWEET MARIE'S BAKESH	Dec 17	Staff supplies	10E008 2410 4100 00 000000 0000	375.00
			Totals for SWEET MARIE'S BAKESHOP	375.00
SYCAMORE MIDDLE SCHO	Aug 28	7th Grade Footbal Jamboree Tournament Fee	10E011 1500 6400 00 000000 0000	125.00
			Totals for SYCAMORE MIDDLE SCHOOL	125.00
TEM ENVIRONMENTAL IN	42611	Asbestos Project Management 2021 Window Removal at CMS	20E001 2540 5400 00 392500 0000	10,095.00
			Totals for TEM ENVIRONMENTAL INC	10,095.00
THAYER, REBEKAH	Nov 10	Veteran's Day Visitor Welcome 11/10/21	10E010 2410 4100 00 000000 0000	59.97
			Totals for THAYER, REBEKAH	59.97
THE COURIER NEWS	33950368 11-21	Subscription Renewal	10E001 2320 6400 00 000000 0000	53.10
			Totals for THE COURIER NEWS	53.10
TROPHIES BY GEORGE	6979-21	Trophies for Varsity Girls Basketball Thanksgiving Tournament	10E002 1500 4900 00 000000 0000	149.00
TROPHIES BY GEORGE	9406-21	Trophies for Fresh Girls Thanksgiving Basketball Tournament	10E002 1500 4900 00 000000 0000	130.00
TROPHIES BY GEORGE	9903-295	Trophies for Football	10E002 1500 4100 00 000000 0000	65.00
TROPHIES BY GEORGE	9903-286	Trophies for Fall Awards	10E002 1500 4100 00 000000 0000	49.75
TROPHIES BY GEORGE	7062-21	CHS Girls Basketball Tournament	10E002 1500 4900 00 000000 0000	127.00

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
		Trophies		
			Totals for TROPHIES BY GEORGE	520.75
TRYAD SOLUTIONS, INC	81089	Staff shirts	10E008 2410 4900 00 000000 0000	638.10
			Totals for TRYAD SOLUTIONS, INC	638.10
ULINE	140979912	Supplies	10E011 2560 4900 00 000000 0000	369.34
			Totals for ULINE	369.34
UNITY SCHOOL BUS PAR	504966-IN	Restraint System	40E001 2550 4100 00 000000 0000	238.43
UNITY SCHOOL BUS PAR	506824-IN	Nozzles	40E001 2550 4100 00 000000 0000	90.34
UNITY SCHOOL BUS PAR	506951-IN	Wipers, screws, handles	40E001 2550 4100 00 000000 0000	296.97
			Totals for UNITY SCHOOL BUS PARTS	625.74
US BANK EQUIPMENT FI	459424560R2	Copiers	10E001 2410 3250 00 000000 0000	7,803.66
			Totals for US BANK EQUIPMENT FINANCE, IN	7,803.66
VERIZON WIRELESS SER	9892956140	B&G Cell Phone, MiFi, Emergency Phones	20E001 2540 3400 00 000000 0000	996.88
			Totals for VERIZON WIRELESS SERVICES LLC	996.88
VILLAGE OF BURLINGTO	119 11-21	Water Service DO	20E001 2540 3700 00 000000 0000	48.50
VILLAGE OF BURLINGTO	119 12-21	Water Service DO	20E001 2540 3700 00 000000 0000	150.90
			Totals for VILLAGE OF BURLINGTON	199.40
VIRCO INC	91964395	Desks	10E005 2410 4100 00 000000 0000	477.63
			Totals for VIRCO INC	477.63
WAREHOUSE DIRECT	5101898-0	Office Supplies	10E002 1500 4100 00 000000 0000	33.92
WAREHOUSE DIRECT	5063902-0	Supplies Chair	10E011 2410 4100 00 000000 0000	366.00
WAREHOUSE DIRECT	5061651-2	Supplies S&H	10E011 2410 4100 00 000000 0000	88.50
WAREHOUSE DIRECT	5113268-0	Office supplies	10E002 2120 4100 00 000000 0000	71.77
WAREHOUSE DIRECT	5121948-0	Office Supplies	10E001 2520 4100 00 000000 0000	22.47
			Totals for WAREHOUSE DIRECT	582.66
WEST MUSIC COMPANY	SI2075387	Classroom Supplies	10E010 1110 4100 00 000000 0000	31.95
			Totals for WEST MUSIC COMPANY	31.95
WEST SIDE ELECTRIC S	300079058	Maintenance Supplies	20E001 2540 3230 00 000000 0000	4,532.91
			Totals for WEST SIDE ELECTRIC SUPPLY CO,	4,532.91
WILLIAMS SCOTSMAN	9012116407	Grounds Storage Container Rental 10/07/21-11/06/21	20E001 2540 3100 00 000000 0000	153.00
WILLIAMS SCOTSMAN	9012242770	Rental of ALS Mobile CHS	20E001 2540 3100 00 000000 0000	816.00
WILLIAMS SCOTSMAN	9012398993	Grounds Storage Container Rental 11/7/21-12/6/21	20E001 2540 3100 00 000000 0000	163.00
			Totals for WILLIAMS SCOTSMAN	1,132.00
WILMINGTON, MINDY	5090182	Reimb for ASHA Dues	10E001 2150 6400 00 000000 0000	253.00
			Totals for WILMINGTON, MINDY	253.00
WORTHINGTON DIRECT	INV378477cen288	Rocking chairs for reading	10E005 2410 4100 00 000000 0000	210.18
			Totals for WORTHINGTON DIRECT	210.18
WOW BUSINESS	14166807 11-21	Internet Access	10E001 2660 3160 00 000000 0000	1,544.99
			Totals for WOW BUSINESS	1,544.99

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ZOHO CORP	2319359	Manage Engine Key Manager	10E001 2660 3160 00 000000 0000	4,840.00
			Totals for ZOHO CORP	4,840.00
			Totals for checks	4,207,177.03

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATIONAL FUND	0.00	308.95	626,534.34	626,843.29
20	OPERATIONS AND MAINTENANCE	0.00	0.00	1,480,535.15	1,480,535.15
30	DEBT SERVICE, BOND & INTEREST	0.00	0.00	1,949,000.00	1,949,000.00
40	TRANSPORTATION FUND	0.00	0.00	75,849.44	75,849.44
80	TORT FUND	0.00	0.00	74,949.15	74,949.15
*** Fund Summary Totals ***		0.00	308.95	4,206,868.08	4,207,177.03

********** End of report **********

Approved by the Board of Education

Jeff Gorman – President — Date: 12/20/2021

Marc Falk – Secretary — Date: 12/20/2021

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ARANDA, HUGO	Oct 14	CHS Boys Soccer Official 10/14/21	10E002 1500 3190 00 000000 0000	65.00
ARANDA, HUGO	Oct 14a	CHS Boys JV Soccer Official 10/14/21	10E002 1500 3190 00 000000 0000	55.00
			Totals for ARANDA, HUGO	120.00
BARROSO, DANIEL	Oct 22	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	77.00
			Totals for BARROSO, DANIEL	77.00
BECKER, DONALD	Sept 27	CMS Volleyball Official 09/27/21	10E003 1500 3190 00 000000 0000	60.00
			Totals for BECKER, DONALD	60.00
BELVIDERE HIGH SCHOO	Oct 4	IHSA Girls Golf Sectional Tournament 10/4/21	10E002 1500 6400 00 000000 0000	75.00
			Totals for BELVIDERE HIGH SCHOOL	75.00
BERGER, CRAIG	Oct 4	CHS Football Official 10/04/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for BERGER, CRAIG	59.00
BOSCHAN, MICHAEL	Oct 9	CHS Volleyball Tourney Official 10/9/21	10E002 1500 3900 00 000000 0000	274.00
			Totals for BOSCHAN, MICHAEL	274.00
BRACH, FREDERICK JR	Oct 8	CHS Football Official 10/8/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for BRACH, FREDERICK JR	59.00
BROCK, ROBERT	Oct 22a	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	77.00
			Totals for BROCK, ROBERT	77.00
CHUNG, JEFFREY	Oct 14	CHS Boys Soccer Official 10/14/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for CHUNG, JEFFREY	65.00
CUMMINGS, MICHAEL	Sept 27	CMS Volleyball Official 09/27/21	10E003 1500 3190 00 000000 0000	60.00
CUMMINGS, MICHAEL	Sept 30a	CMS Football Official 09/30/21	10E003 1500 3190 00 000000 0000	60.00
			Totals for CUMMINGS, MICHAEL	120.00
DECATUR PARK DISTRIC	Oct 7	CHS IHSA State Girls Golf Practice Round Oct 7	10E002 1500 3120 00 000000 0000	25.00
			Totals for DECATUR PARK DISTRICT	25.00
DELGADO, DILLON	Oct 4	CHS Football Official 10/04/21	10E002 1500 3190 00 000000 0000	28.50
DELGADO, DILLON	Sept 23	PKMS 7th Grade Football Official 09/23/21	10E011 1500 3190 00 000000 0000	60.00
DELGADO, DILLON	Sept 30	CMS Football Official 09/30/21	10E003 1500 3190 00 000000 0000	60.00
			Totals for DELGADO, DILLON	148.50
DOMINGUEZ, JUAN	Oct 6	CHS Boys Soccer Official	10E002 1500 3190 00 000000 0000	61.00

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
		10/6/21		
DOMINGUEZ, JUAN	Oct 12	CHS Boys Soccer Official 10/12/21	10E002 1500 3190 00 000000 0000	55.00
DOMINGUEZ, JUAN	Oct 12a	CHS Boys V Soccer Official 10/12/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for DOMINGUEZ, JUAN	181.00
DOMINGUEZ, LORENZO	Sept 28	CHS Soccer Official 09/28/21	10E002 1500 3190 00 000000 0000	55.00
DOMINGUEZ, LORENZO	Oct 5a	CHS Boys Soccer Official 10/5/21	10E002 1500 3190 00 000000 0000	55.00
DOMINGUEZ, LORENZO	Oct 12	CHS Boys Soccer Official 10/12/21	10E002 1500 3190 00 000000 0000	61.00
DOMINGUEZ, LORENZO	Oct 12a	CHS Boys V Soccer Official 10/12/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for DOMINGUEZ, LORENZO	236.00
ELENBAAS, JORY	Oct 5	CHS Boys Soccer Official 10/5/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for ELENBAAS, JORY	65.00
ETIENNE, MICHAEL	Oct 4	CHS Football Official 10/04/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for ETIENNE, MICHAEL	59.00
FINSTEIN, MARK	Oct 4	CHS Football Official 10/04/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for FINSTEIN, MARK	59.00
FLOWERS, MICHAEL	Sept 28	CHS Volleyball Official 09/28/21	10E002 1500 3190 00 000000 0000	102.00
FLOWERS, MICHAEL	Sept 21	CHS Volleyball Official 09/21/21	10E002 1500 3190 00 000000 0000	102.00
			Totals for FLOWERS, MICHAEL	204.00
GAMBLE, STEPHEN	Sept 21	PKMS 7th Grade Volleyball Official 09/21/21	10E011 1500 3190 00 000000 0000	75.00
			Totals for GAMBLE, STEPHEN	75.00
GASCA, ANTHONY	Oct 12	CHS Boys Soccer Official 10/12/21	10E002 1500 3190 00 000000 0000	55.00
GASCA, ANTHONY	Oct 12a	CHS Boys V Soccer Official 10/12/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for GASCA, ANTHONY	120.00
GASCA, RICARDO	Sept 28	CHS Soccer Official 09/28/21	10E002 1500 3190 00 000000 0000	65.00
GASCA, RICARDO	Sept 13	CHS Boys Soccer Official 9/13/21	10E002 1500 3190 00 000000 0000	55.00
			Totals for GASCA, RICARDO	120.00
GOODLOVE, JEFFERY	Oct 5	CHS Boys Soccer Official 10/5/21	10E002 1500 3190 00 000000 0000	55.00
GOODLOVE, JEFFERY	Oct 14	CHS Boys Soccer Official 10/14/21	10E002 1500 3190 00 000000 0000	55.00
			Totals for GOODLOVE, JEFFERY	110.00
HAMPTON INN & SUITES	Oct 7-9	CHS IHSA State Boys Golf	10E002 1500 3120 00 000000 0000	1,182.75

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
		Tournament Oct 7-9		
			Totals for HAMPTON INN & SUITES	1,182.75
HANNAGAN, SCOTT	Oct 9	CHS Volleyball Tourney Official 10/9/21	10E002 1500 3900 00 000000 0000	274.00
			Totals for HANNAGAN, SCOTT	274.00
HANSEN, ROBERT	Sept 28	CHS Soccer Official 09/28/21	10E002 1500 3190 00 000000 0000	65.00
HANSEN, ROBERT	Oct 14	CHS Boys Soccer Official 10/14/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for HANSEN, ROBERT	130.00
HILTON GARDEN INN	Oct 7-9	CHS IHSA State Girls Golf Tournament Oct 7-9	10E002 1500 3120 00 000000 0000	734.50
			Totals for HILTON GARDEN INN	734.50
HUTZ, PETER	Oct 12	CHS Volleyball Official 10/12/21	10E002 1500 3190 00 000000 0000	102.00
			Totals for HUTZ, PETER	102.00
JACOBI, KEITH	Sept 21	CHS Cross Country Meet Official 9/21/21	10E002 1500 3190 00 000000 0000	89.00
			Totals for JACOBI, KEITH	89.00
KARASEWSKI, JOSEPH	Sept 28	CHS Volleyball Official 09/28/21	10E002 1500 3190 00 000000 0000	120.00
			Totals for KARASEWSKI, JOSEPH	120.00
KARKOW, JAMES	Oct 8	CHS V Football Official 10/8/21	10E002 1500 3190 00 000000 0000	77.00
KARKOW, JAMES	Oct 8a	CHS Football Official 10/8/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for KARKOW, JAMES	136.00
KELLEY, SCOTT	Sept 30	CMS Football Official 09/30/21	10E003 1500 3190 00 000000 0000	60.00
			Totals for KELLEY, SCOTT	60.00
KIELBASA, JOSEPH	Oct 8	CHS V Football Official 10/8/21	10E002 1500 3190 00 000000 0000	77.00
KIELBASA, JOSEPH	Oct 8a	CHS Football Official 10/8/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for KIELBASA, JOSEPH	136.00
KNEIP, DENNIS	Oct 4	CHS Football Official 10/04/21	10E002 1500 3190 00 000000 0000	59.00
KNEIP, DENNIS	Oct 8a	CHS V Football Official 10/8/21	10E002 1500 3190 00 000000 0000	77.00
KNEIP, DENNIS	Oct 8b	CHS Football Official 10/8/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for KNEIP, DENNIS	195.00
LEE, DEREK	Oct 22a	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	77.00
			Totals for LEE, DEREK	77.00
MASSIE, COURTNEY	Oct 22	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for MASSIE, COURTNEY	59.00

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MASSIE, SCOTT	Oct 22	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for MASSIE, SCOTT	59.00
MATHEWS, DANIEL	Oct 22	CHS V Football Official 10/22/21	10E002 1500 3190 00 000000 0000	77.00
MATHEWS, DANIEL	Oct 22a	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for MATHEWS, DANIEL	136.00
MCINTEE, WILLIAM	Sept 28	CHS Volleyball Official 09/28/21	10E002 1500 3190 00 000000 0000	102.00
			Totals for MCINTEE, WILLIAM	102.00
MCMAHON, TIMOTHY	Oct 8b	CHS V Football Official 10/8/21	10E002 1500 3190 00 000000 0000	77.00
MCMAHON, TIMOTHY	Oct 8c	CHS Football Official 10/8/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for MCMAHON, TIMOTHY	136.00
MERENESS, GUY	Oct 4	CHS Football Official 10/04/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for MERENESS, GUY	59.00
MROZ, GREGORY	Oct 12	CHS Volleyball Official 10/12/21	10E002 1500 3190 00 000000 0000	102.00
			Totals for MROZ, GREGORY	102.00
NELSON, KYLE	Oct 7-9	CHS Food & Supply Purchases for IHSA State Girls Golf	10E002 1500 4120 00 000000 0000	100.17
			Totals for NELSON, KYLE	100.17
ORRIS, WILLIAM JR	Sept 23	PKMS 7th Grade Football Official 09/23/21	10E011 1500 3190 00 000000 0000	60.00
			Totals for ORRIS, WILLIAM JR	60.00
ORTIZ, MARIO	Sept 30	CHS Soccer Official 09/30/21	10E002 1500 3190 00 000000 0000	61.00
ORTIZ, MARIO	Oct 5	CHS Boys Soccer Official 10/5/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for ORTIZ, MARIO	126.00
PHILLIPS, JAMES	Oct 8	CHS V Football Official 10/8/21	10E002 1500 3190 00 000000 0000	77.00
			Totals for PHILLIPS, JAMES	77.00
PINA, CELSO	Sept 13	CHS Boys Soccer Official 9/13/21	10E002 1500 3190 00 000000 0000	55.00
			Totals for PINA, CELSO	55.00
PINSTRIPES INC.	5232503A	Catering for senior gala on 5/8/21	10E002 1500 3910 00 000000 0000	1,855.00
			Totals for PINSTRIPES INC.	1,855.00
PRUS, LUKASZ	Sept 28	CHS Soccer Official 09/28/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for PRUS, LUKASZ	65.00

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
Q CENTER LLC	422CHS022D	Pay for Prom 2nd Deposit	10E002 1500 3190 00 000000 0000	3,250.00
			Totals for Q CENTER LLC	3,250.00
QUATHAMER, RICHARD	Oct 5	CHS Boys Soccer Official 10/5/21	10E002 1500 3190 00 000000 0000	65.00
			Totals for QUATHAMER, RICHARD	65.00
REES, FRANK	Oct 5	CHS Volleyball Official 10/5/21	10E002 1500 3190 00 000000 0000	120.00
REES, FRANK	Oct 12	CHS Volleyball Official 10/12/21	10E002 1500 3190 00 000000 0000	120.00
			Totals for REES, FRANK	240.00
RIVERA, RAFAEL JR	Oct 22	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for RIVERA, RAFAEL JR	59.00
SCHULTZ, BRADLEY	Sept 23	PKMS 7th Grade Football Official 09/23/21	10E011 1500 3190 00 000000 0000	60.00
			Totals for SCHULTZ, BRADLEY	60.00
SHEA, ROBERT	Sept 28	CHS Soccer Official 09/28/21	10E002 1500 3190 00 000000 0000	55.00
			Totals for SHEA, ROBERT	55.00
SIANO, THOMAS	Oct 9	CHS Volleyball Tourney Official 10/9/21	10E002 1500 3900 00 000000 0000	198.00
			Totals for SIANO, THOMAS	198.00
SMITH, GREGORY	Sept 10	CHS Fresh/Soph & V Football Official 9/10/21	10E002 1500 3190 00 000000 0000	134.00
			Totals for SMITH, GREGORY	134.00
SOLANO, JUAN	Oct 5	CHS JV & V Volleyball Official 10/5/21	10E002 1500 3190 00 000000 0000	102.00
			Totals for SOLANO, JUAN	102.00
THINNES, ROGER	Oct 5	CHS JV & V Volleyball Official 10/5/21	10E002 1500 3190 00 000000 0000	102.00
			Totals for THINNES, ROGER	102.00
VITO JR, JOHN	Oct 22a	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	77.00
			Totals for VITO JR, JOHN	77.00
WARD, KENNETH	Oct 22	CHS Football Official 10/22/21	10E002 1500 3190 00 000000 0000	59.00
			Totals for WARD, KENNETH	59.00
WILMOT, MICHAEL	Oct 9a	CHS Volleyball Tourney Official 10/9/21	10E002 1500 3900 00 000000 0000	274.00
			Totals for WILMOT, MICHAEL	274.00
WOODWARD, JAMES	Oct 1	CMS Cross Country Official 10/01/21	10E003 1500 3190 00 000000 0000	125.00
			Totals for WOODWARD, JAMES	125.00

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			Totals for checks	13,415.92

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATIONAL FUND	0.00	0.00	13,415.92	13,415.92
*** Fund Summary Totals ***		0.00	0.00	13,415.92	13,415.92

********** End of report **********

Approved by the Board of Education

Jeff Gorman – President — Date: 12/21/2021

Marc Falk – Secretary — Date: 12/25/2021

VENDOR	INVOICE #	DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CORNER GRIND	Oct 21	LL Staff Lunch for P/T Conferences Fall	10E005 2410 4100 00 000000 0000	262.79
			Totals for CORNER GRIND	262.79
JUST KABOBS	Oct 21	CT Parent Teacher Conf Dinner	10E010 2410 4100 00 000000 0000	430.90
			Totals for JUST KABOBS	430.90
MACIANO'S	Oct 21	HBT Parent Teacher conf dinner	10E004 2410 4100 00 000000 0000	335.00
			Totals for MACIANO'S	335.00
NOODLES AND COMPANY	Oct 21	CHS Parent Teacher Conf Dinner	10E002 2410 4100 00 000000 0000	1,164.21
			Totals for NOODLES AND COMPANY	1,164.21
SAFE FOOD HANDLERS	56640a	Food Safety Course J. VonSchnase	10E008 2560 6400 00 000000 0000	160.00
			Totals for SAFE FOOD HANDLERS	160.00
SAMMY'S MEXICAN GRIL	Oct 21	CMS Parent Teacher Conf Dinner	10E003 2410 4100 00 000000 0000	350.00
SAMMY'S MEXICAN GRIL	Oct 28	Lunch for Principal's Day	10E001 2310 4100 00 000000 0000	255.00
			Totals for SAMMY'S MEXICAN GRILL	605.00
SCHOLASTIC BOOK FAIR	W4902223BG	PKMS Scholastic Book Fair	10E011 1120 4100 00 000000 0000	354.58
SCHOLASTIC BOOK FAIR	W4902223BG	PKMS Scholastic Book Fair	10E011 1120 4900 00 000000 0000	8,212.14
			Totals for SCHOLASTIC BOOK FAIRS-15	8,566.72
TAYLOR STREET PIZZER	Oct 20	Transportation Safety Week	40E001 2550 4900 00 000000 0000	149.93
			Totals for TAYLOR STREET PIZZERIA INC	149.93
			Totals for checks	11,674.55

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATIONAL FUND	0.00	0.00	11,524.62	11,524.62
40	TRANSPORTATION FUND	0.00	0.00	149.93	149.93
*** Fund Summary Totals ***		0.00	0.00	11,674.55	11,674.55

********** End of report **********

Approved by the Board of Education

Jeff Gorman – President — 11/15/2021

Date

Marc Falk – Secretary — 11/15/2021

Date

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CASTILLO, ISAUL	Dec 3	Reimb for conference meals	97E110 2210 3100 00 322000	56.00
			Totals for CASTILLO, ISAUL	56.00
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2330 1100 00 322000	7,518.92
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2120 1100 00 322000	16,578.11
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2620 1100 00 322000	1,041.68
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2120 1100 00 474500	17,224.32
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2330 1100 00 474500	3,856.50
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2620 1100 00 474500	1,041.68
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2120 1100 02 322000	4,687.50
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2120 2100 00 322000	5,789.92
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2120 2100 02 322000	138.35
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2210 1100 02 322000	6,875.00
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2210 2100 02 322000	202.90
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2330 2100 00 322000	2,393.95
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2620 2100 00 322000	238.13
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2120 2100 00 474500	5,935.86
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2210 1100 00 474500	3,753.13
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2210 2100 00 474500	857.93
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2330 2100 00 474500	1,683.75
CENTRAL COMMUNITY USD 301	July-Nov Payroll	NK reimb payroll and benefits	97E110 2620 2100 00 474500	238.13
			Totals for CENTRAL COMMUNITY USD 301	80,055.76
COMMUNITY UNIT SCHOOL DIST 300	July-Sept FY22 C	FY22 CTE July-Sept	97E110 4140 6400 02 322000	15,960.00
COMMUNITY UNIT SCHOOL DIST 300	Nov FY22 CTE	FY22 CTE Nov	97E110 4140 6400 02 322000	2,124.00
COMMUNITY UNIT SCHOOL DIST 300	Jul-Sept FY22 Pe	FY22 Perkins July-Sept	97E110 4140 6400 02 474500	2,965.00
COMMUNITY UNIT SCHOOL DIST 300	Oct FY22 Perkins	FY22 Perkins Oct	97E110 4140 6400 02 474500	5,409.00
COMMUNITY UNIT SCHOOL DIST 300	Nov FY22 Perkins	FY22 Perkins Nov	97E110 4140 6400 02 474500	4,249.00
COMMUNITY UNIT SCHOOL DIST 300	Oct FY21 CTEa	FY21 CTE Oct	97E110 4140 6400 02 322000	7,800.00
			Totals for COMMUNITY UNIT SCHOOL DIST 30	38,507.00
COMMUNITY UNIT SCHOOL DIST 303	July-Sept FY22 C	FY22 CTE July-Sept	97E110 4140 6400 04 322000	12,789.97
COMMUNITY UNIT SCHOOL DIST 303	Oct FY22 CTE	FY22 CTE Oct	97E110 4140 6400 04 322000	232.00
COMMUNITY UNIT SCHOOL DIST 303	Nov FY22 CTE	FY22 CTE Nov	97E110 4140 6400 04 322000	548.00
COMMUNITY UNIT SCHOOL DIST 303	Jul-Sept FY22 Pe	FY22 Perkins July-Sept	97E110 4140 6400 04 474500	6,596.90
COMMUNITY UNIT SCHOOL DIST 303	Oct FY22 Perkins	FY22 Perkins Oct	97E110 4140 6400 04 474500	34,229.29
COMMUNITY UNIT SCHOOL DIST 303	Nov FY22 Perkins	FY22 Perkins Nov	97E110 4140 6400 04 474500	2,077.21
COMMUNITY UNIT SCHOOL DIST 303	Oct FY21 CTE	FY21 CTE Oct	97E110 4140 6400 04 322000	14,298.24

VENDOR	INVOICE #	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
COMMUNITY UNIT SCHOOL DIST 303	Nov FY21 CTEa	FY21 CTE Nov	97E110 4140 6400 04 322000	12,327.03
			Totals for COMMUNITY UNIT SCHOOL DIST 30	83,098.64
PACIFIC OAK SOR II Q&C OPERATION	Nov 30-Dec 4	Hotels for conference, KM, IC, TS, JS-Void and reissue	97E110 2210 3230 00 322000	-4,552.80
PACIFIC OAK SOR II Q&C OPERATION	Nov 30-Dec 4	Hotels for conference IC, TS, JS	97E110 2210 3230 00 322000	3,577.20
			Totals for PACIFIC OAK SOR II Q&C OPERAT	-975.60
SCHOOL DISTRICT U-46	July-Sept FY22 C	FY22 CTE July-Sept	97E110 4140 6400 01 322000	64,376.74
SCHOOL DISTRICT U-46	Oct FY22 CTE	FY22 CTE Oct	97E110 4140 6400 01 322000	12,726.10
SCHOOL DISTRICT U-46	Nov FY22 CTE	FY22 CTE Nov	97E110 4140 6400 01 322000	19,843.24
SCHOOL DISTRICT U-46	Nov FY21 Perkins	FY21 Perkins Nov	97E110 4140 6400 01 474500	62,918.00
SCHOOL DISTRICT U-46	Nov FY21 CTEa	FY21 CTE Nov	97E110 4140 6400 01 322000	22,813.98
			Totals for SCHOOL DISTRICT U-46	182,678.06
STROH, TERRY	Nov 30-Dec 5	Reimb for conference meals, parking, airfare	97E110 2210 3100 00 322000	1,055.97
			Totals for STROH, TERRY	1,055.97
			Totals for checks	384,475.83

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
97	NORTHERN KANE REG VOC SYSTEM	0.00	0.00	384,475.83	384,475.83
*** Fund Summary Totals ***		0.00	0.00	384,475.83	384,475.83

********** End of report **********

Approved by the Board of Education

_____ _____

Jeff Gorman – President Date

_____ _____

Marc Falk – Secretary Date

School District Organization

School District Legal Status

The Illinois Constitution requires the State to provide for an efficient system of high-quality public educational institutions and services in order to achieve the educational development of all persons to the limits of their capabilities.

The General Assembly has implemented this mandate through the creation of school districts. The District is governed by the laws for school districts serving a resident population of not fewer than 1,000 and not more than 500,000.

The School Board constitutes a body corporate that possesses all the usual powers of a corporation for public purposes, and in that name may sue and be sued, purchase, hold and sell personal property and real estate, and enter into such obligations as are authorized by law.

LEGAL REF.: Ill. Constitution, Art. X, Sec. 1.
105 ILCS 5/10-1 et seq.

CROSS REF.: 2:10 (School District Governance), 2:20 (Powers and Duties of the School Board; Indemnification)

Reviewed December 2021

School District Organization

District Organization, Operations, and Cooperative Agreements

The District is organized and operates as follows:

Central Community Unit School District #301

The District enters into and participates in joint programs and intergovernmental agreements with units of local government and other school districts in order to jointly provide services and activities in a manner that will increase flexibility, scope of service opportunities, cost reductions, and/or otherwise benefit the District and the community. The Superintendent shall manage these activities to the extent the program or agreement requires the District's participation, and shall provide periodic implementation or operational data and/or reports to the School Board concerning these programs and agreements. The District participates in the following joint programs and intergovernmental agreements:

Animal Clinic of Randall Point	Fox College
Animal Clinic of South Elgin	Fox Valley Career Center
Animal Eye Consultants	Fox Valley Wildlife Center, South Elgin
Animal House Shelter	Hampshire Animal Hospital - Hampshire
Animal Medical Clinic of St. Charles	Kane County Sheriff's Office
Army Trail Animal Hospital	Lombard Veterinary Hospital
Autumn Green Animal Hospital	Mid Valley Special Education Cooperative
Bartlett Animal Hospital	Northern Kane County Regional Career and Technical Education System - EFE 110

Barrington Square Animal Hospital	Pathway Vet Alliance and dba Eye Care for Animals, St. Charles
City of Elgin	Pet Vet Clinic and Mobile Practice, Huntley
Elgin Community College	South Town Animal Hospital
Companion Animal Speciality & Emergency Hospital (CASE)	Spring Hill Veterinary Clinic
Crittters Pet Shop	Tails Humane Society
Dundee Animal Hospital, Algonquin	The Perfect Pup
Dundee Animal Hospital - Dundee	Village of Burlington/Burlington Park District
Dundee Animal Hospital, Elgin	Warrenville Grove Animal Hospital
Elgin Animal Clinic, Elgin	~~Santas Village~~
~~Heartland Animal Hospital~~	~~A.D.O.P.T. Animal Shelter~~
~~Valley Animal Hospital~~	~~E.T.E.A. Friends for Therapeutic Equine Activities~~
~~Woof Wash~~	~~Ruffners Luxury Pet Boarding~~
~~Top Notch Kennels~~	~~Loyal Companion Animal Hospital and Pete Resort~~

~~Animal Care Clinic of Algonquin~~	~~Animal Care Clinic of Pingree Grove~~
~~Just Animals Vaccine Clinics~~	~~Kendall Road Equine Hospital~~
~~Animal Care Clinic of South Elgin~~	~~Animal Care Hospital of Oswego~~
~~Doggy Has It~~	~~Carol Stream Animal Hospital~~

LEGAL REF.: Ill. Constitution, Art. VII, Sec. 10.
5 ILCS 220/1 et seq.

School District Organization

School District Philosophy

The School District, in an active partnership with parents and community, will promote excellence in a caring environment in which all students learn and grow. This partnership shall empower all students to develop a strong self-~~esteem~~ respect and to become responsible learners and decision-makers ~~who are ready to be successful in college or the workforce, and equipped with necessary skills to be a leader in their family. Community and career.~~ The School District is committed to developing and using a ~~comprehensive~~ visionary and ~~challenging~~ innovative curriculum, a knowledgeable and dedicated staff, and sound fiscal and management practices.

CROSS REF: 2:10 (School District Governance), 3:10 (Goals and Objectives), 6:10 (Educational Philosophy and Objectives)

General School Administration

Superintendent

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with School Board policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law, including the special reporting responsibilities in policy 5:90. *Abused and Neglected Child Reporting.* The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

Evaluation

The Board will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with State law, the Board's policies and the Superintendent's contract. A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

Compensation and Benefits

The Board and the Superintendent shall enter into an employment agreement that conforms to Board policy and State law. This contract shall govern the employment relationship between the Board and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.47, 5/10-20.50, 5/10-21.4, 5/10-23.8, 5/21-7.1, 5/24-11, and 5/24A-3.
23 Ill.Admin.Code §§1.310, 1.705, and 29.130.

CROSS REF: 2:20 (Powers and Duties of the School Board), 2:130 (Board-Superintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives) 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions)

General School Administration

Administrative Responsibility of the Building ~~Level Administration~~Principal

Duties and Authority

The School Board, upon the recommendation of the Superintendent, employs Building ~~Level Administrators~~ Principals as the chief administrators~~,~~ and instructional leaders of their assigned schools, and may employ Assistant Principals. The primary responsibility of a Building ~~Level Administrator~~ Principal is the improvement of instruction. Each Building ~~Level Administrator~~ Principal shall perform all duties as described in State law as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the Building ~~Level Administration~~ Principal's education and training. Each Building ~~Level Administrator~~ Principal and Assistant Principal shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or ~~other administrator~~ assistant principal.

Evaluation Plan

The Superintendent or designee shall implement an evaluation plan for ~~Building Level Administrators~~ Principals and Assistant Principal that complies with Section 24A-15 of the School Code and relevant Illinois State Board of Education rules. Using that plan, the Superintendent or designee shall evaluate each Building ~~Level Administrator~~ Principal and Assistant Principal. The Superintendent or designee may conduct additional evaluations.

Qualifications and Other Terms and Conditions of Employment

Qualifications and other terms and conditions of employment are found in Board policy 3:50, *Administrative Personnel Other Than the Superintendent.*

LEGAL REF.: ~~10 ILCS 5/4-6.2~~.
105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, and 5/24A-15.
10 ILCS 5/4-6.2, Election Code.
105 ILCS 127/, School Reporting of Drug Violations Act~~1 et seq~~.
23 Ill.Admin.Code Parts 35 and 50, Subpart D.

CROSS REF.: 3:50 (Administrative Personnel Other Than the Superintendent), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:250 (Leave of Absence), 5:290 (Employment Termination and Suspensions)

Operational Services

Purchases and Contracts

The Superintendent shall manage the District's purchases and contracts in accordance with State law, the standards set forth in this policy, and other applicable School Board policies.

Standards for Purchasing and Contracting

All purchases and contracts shall be entered into in accordance with applicable federal and State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the Board.

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law. No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption. ~~The Superintendent shall not commit to any single, non-customary purchase or expenditure, excluding personnel, of greater than $25,000 without prior Board approval.~~

Adoption of the annual budget authorizes the Superintendent or designee to purchase budgeted supplies, equipment, and services, provided that State law is followed. Purchases of items ~~not included in~~ outside ~~the~~ budget parameters require prior Board approval, except in an emergency.

When presenting a contract or purchase for Board approval, the Superintendent or designee shall ensure that it complies with applicable federal and State law, including but not limited to, those specified below:

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10).
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
    a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21B-80(c) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibits any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in 5/21B-8~~1~~0(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact

with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.

b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening for anyone in daily contact with early childhood students, as required by the Ill. Department of Public Health rules or order of a local health official.

9. Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.
10. Purchases made with federal or State awards must comply with 2 C.F.R. Part 200 and 30 ILCS 708/, as applicable, and any terms of the award.

The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State ~~L~~law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

LEGAL REF.: 2 C.F.R. Part 200.
105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, and 5/19b-1 et seq., and 5/24-5.
30 ILCS 708/, Grant Accountability and Transparency Act.
410 ILCS 170/, Coal Tar Sealant Disclosure Act.
820 ILCS 130/~~0.01 et seq.~~., Prevailing Wage Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Building Programs), 4:175 (Convicted Child Sex Offender; Screening; Notifications)

Operational Services

Accounting and Audits

The School District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent or designee, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Superintendent or designee shall arrange ~~to have~~ an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each ~~School~~ Board member and to the Superintendent. The Superintendent or designee shall annually, on or before October 15 (unless an extension is requested), submit an original and one copy of the audit to the Regional Superintendent of Schools.

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the ISBE. The Superintendent or designee shall review and discuss the Annual Financial Report with the Board before it is submitted.

Inventories

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and the cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. 200.313, if applicable. The Superintendent or designee shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and state law.

Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, buildings, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent or designee shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.

~~Taxable Fringe Benefits~~

~~The Superintendent or designee shall: (1) require that all use of District property or equipment by employees is for the District's convenience and best interests unless it is a Board-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of District Property or equipment as taxable compensation.~~

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent or designee shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and

ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of $5000.00. ~~$500.00~~. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Business Manager, Superintendent or designee ~~Treasurer or Superintendent~~, except that checks from ~~an~~ accounts containing student activity funds and checks from revolving accounts may be signed by their respective account custodians.

Internal Controls

The Superintendent or designee is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with S~~s~~tate law and Board policies, and to prevent losses from fraud, waste, and abuse, as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third party to audit internal controls in addition to the annual audit.

LEGAL REF.: 2 C.F.R. §200 et seq.
30 ILCS 708/~~,~~ Grant Accountability and Transparency Act, implemented by 44 Ill.Adm.Code 7000 et seq.
105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19, 5/10-22.8 and 5/17-1 et seq.
23 Ill.Admin.Code, part 100.

CROSS REF: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

Operational Services

Student Activity ~~Fudiciary~~ Funds

The School Board, upon the Superintendent or designee's recommendation, establishes student activity funds to be managed by student organizations under the guidance and direction of a staff member for educational, recreational, or cultural purposes.

The Superintendent or designee shall be responsible for supervising student activity funds in accordance with Board policy, 4:80, *Accounting and Audits*; State law; and the Ill.~~inois~~ State Board of Education (ISBE) rules for student activity funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the authority and responsibilities specific to the treasurer listed in the Illinois State Board of Education rules for school activity funds, except that the treasurer is not authorized ~~including the authority~~ to make loans between activity funds.

Unless otherwise instructed by the Board, a student activity fund's balance will carry over to the next fiscal year. An account containing student activity funds that is inactive for 12 consecutive months shall be closed and its funds transferred to another student activity fund or authorized fund with a similar purpose.

LEGAL REF.: 105 ILCS 5/8-2 and 5/10-20.19.
23 Ill.Admin.Code §§100.20, ~~and~~ 100.80, and 100.85.

CROSS REF.: 4:80 (Accounting and Audits), 7:325 (Student Fundraising Activities)

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 Ill.~~inois~~ State Board of Education that adequate public transportation is available, or (2) if adequate public transportation is not available, within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a *serious safety hazard* due to either (a) vehicular traffic or rail crossing~~, and adequate public transportation is not available.~~ or (b) *a course or pattern of criminal activity,* as defined in the Ill. Streetgang Terrorism Omnibus Prevention Act, 740 ILCS 147/. A student's parent(s)/guardian(s) may file a petition with the Superintendent or designee 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. 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. ~~the McKinney-Vento Homeless Assistance Act~~. Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half 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 Ill.~~inois~~ Dep~~artment~~. 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.~~any time a bus is bearing one or more students.~~ The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

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

Pre-Trip and Post-Trip Vehicle Inspection

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

LEGAL REF.: ~~Elementary and Secondary Education Act,~~ 20 U.S.C. §6312(c)(5)(B), Elementary and Secondary Education Act.
~~McKinney Homeless Assistance Act,~~ 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/10-22.22 and 5/29-1 et seq.
105 ILCS 45/1-15 and /1-17.
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, ~~5/12-813,~~ 5/12-813.1, 5/12-815, 5/12-816, 5/12-821, and 5/13-109.
23 Ill.Admin.Code §§1.510 and 226.750; Part 120.
92 Ill.Admin.Code Part 440 ~~§440.3~~.

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

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~~s~~ 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. Dep~~artment~~. of Agriculture's *Smart Snacks rules* when it offers ~~when if 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.: 42 U.S.C. §1751 et seq., B. Russell National School Lunch Act, 42 U.S.C. §1751 et seq.
42 U.S.C. §1771 et seq., Child Nutrition Act of 1966~~, 42 U.S.C. §1771 et seq~~.
~~42 U.S.C. §1779, as implemented by~~ 7 C.F.R. ~~§210.11~~ 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)

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 the 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, (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district, and (3) compliance with the 10-year safety survey process required by the School Code.

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~~25,000, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

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

Standards for Facility Construction and Building Programs

As appropriate, the Board 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 Ill. State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

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

Naming Buildings and Facilities

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

LEGAL REF.: 42 U.S.C. §12101 et seq., Americans with Disabilities Act of 1990, implemented by 28 C.F.R. Parts 35 and 36.
20 ILCS 3130/, Green Buildings Act.
105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/10-20.63, and 5/17-2.11.
105 ILCS 140/, Green Cleaning Schools Act.
105 ILCS 230/, School Construction Law.
410 ILCS 25/, Environmental Barriers Act.
410 ILCS 35/25, Equitable Restrooms 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)

Operational Services

Environmental Quality of Buildings and Grounds

The Superintendent shall take all reasonable measures to protect: (1) the safety of District personnel, students, and visitors on District premises from risks associated with hazardous materials, and (2) the environmental quality of the District's buildings and grounds.

Pesticides

Restricted use of pesticides will not be applied on or within 500 feet of school property during normal school hours. Before pesticides are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/.

Coal Tar Sealant

Beginning on 1-1-23, before coal tar-based sealant products or high polycyclic aromatic hydrocarbon sealant products are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students in writing or by telephone as required by the Coal Tar Sealant Disclosure Act.

LEGAL REF:

105 ILCS 5/10-20.17a; 5/10-20.48.
29 C.F.R. §1910.1030, Occupational Exposure to Bloodborne Pathogens, as adopted by the Illinois Department of Labor, 56 Ill.Admin.Code §350.700(b).
29 C.F.R. §1910.1200, Occupational Safety and Health Administration Hazard Communication Standards, as adopted by 820 ILCS 255/1.5, Toxic Substances Disclosure to Employees Act.
20 ILCS 3130/, Green Buildings Act.
~~105 ILCS 5/10-20.17a; 5/10-20.48.~~
105 ILCS 135/, Toxic Art Supplies in Schools Act.
105 ILCS 140/, Green Cleaning School Act.
225 ILCS 235/, Structural Pest Control Act.
415 ILCS 60/14, Illinois Pesticide Act
415 ILCS 65/, Lawn Care Products Application and Notice Act.
410 ILCS 170/, Coal Tar Sealant Disclosure Act
820 ILCS 255/, Toxic Substances Disclosure to Employees Act. (*inoperative*)
23 Ill.Admin.Code §1.330.

CROSS REF.: 4:150 (Facility Management and Building Programs), 4:170 (Safety)

Operational Services

Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) grooming behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse.

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children, and define prohibited grooming behaviors, the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

1. Educate students with:
    a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through policy 6:60, *Curriculum Content*;
    b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
    a. A definition of prohibited grooming behaviors and boundary violations pursuant to policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;
    b. Evidence-informed content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; and
    c. How to report child sexual abuse, grooming behaviors, and/or boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs of child sexual abuse, grooming behaviors, and boundary violations with evidence-informed educational information that also includes:
    a. Assistance, referral, or resource information, including how to recognize grooming behaviors, appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;
    b. Methods for how to report child sexual abuse, grooming behaviors, and/or boundary violations to authorities; and

c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.

4. Provide parents/guardians of students in any of grades K through 8 with not less than five days written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing.

LEGAL REF.: 105 ILCS 5/10-23.13, 5/27-9.1a, and 5/27-13.2.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/11-25, Criminal Code of 2012.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

Operational Services

Safety

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations and crisis response plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill plan;
4. Instruction in safe bus riding practices; and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones.

School Safety Drill Plan

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act (105 ILCS 128/):

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district.
2. One bus evacuation drill.
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents.
4. One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by administrators, ~~or~~ school support personnel, or a parent/guardian.

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE). 29 Ill.Admin.Code Part 1500.

Automated External Defibrillator (AED)

The Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan shall provide for at least one automated external defibrillator (AED) to be available at every physical fitness facility on the premises according to State law requirements.

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the District. The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and

maintained in accordance with rules developed by the IDPH. This policy does not create an obligation to use an AED.

Carbon Monoxide Alarms

The Superintendent or designee shall implement a plan with the District's local fire officials to:

1. Determine which school buildings to equip with approved *carbon monoxide alarms* or *carbon monoxide detectors*,
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device, and
3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

Soccer Goal Safety

The Superintendent or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the IDPH. Implementation of the Act shall be directed toward improving the safety of movable soccer goals by requiring that they be properly anchored.

Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to:

1. All students attending a persistently dangerous school, as defined by State law and identified by the ISBE.
2. Any student who is a victim of a violent criminal offense, as defined by 725 ILCS 120/3, that occurred on school grounds during regular school hours or during a school-sponsored event.

The Superintendent or designee shall develop procedures to implement the unsafe school choice option.

Lead Testing in Water

The Superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Ill. Plumbing License Law and guidance published by the IDPH. The Superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings.

Emergency Closing

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

LEGAL REF.: 105 ILCS 5/10-20.2, 5/10-20.57, 5/18-12, and 5/18-12.5.
105 ILCS 128/, School Safety Drill Act;~~,~~ ~~implemented by~~ 29 Ill.Admin.Code Part 1500.
210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act.
225 ILCS 320/35.5, Ill. Plumbing License Law.

CROSS REF.: 4:110 (Transportation), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:30 (Hiring Process and Criteria), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

Operational Services

Convicted Child Sex Offender; Screening; Notifications

Persons Prohibited on School Property without Prior Permission

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

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

In all cases, the Superintendent or designee shall supervise a child sex offender whenever the offender is in a child's vicinity. If a student is a sex offender, the Superintendent or designee shall develop guidelines for managing his or her presence in school.

Screening

The Superintendent or designee shall perform fingerprint-based criminal history records information checks and/or screenings required by State law or Board policy for employees; student teachers; students doing field or clinical experience other than student teaching; contractors' employees who have direct, daily contact with one or more children; and resource persons and volunteers. The Board President shall ensure that these checks are completed for the Superintendent. He or she shall take appropriate action based on the result of any criminal background check and/or screen.

Notification to Parents/Guardians

The Superintendent shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law. The Superintendent or designee shall serve as the District contact person for purposes of these laws. The Superintendent and Building Principal shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. This notification must occur during school registration and at other times as the Superintendent or Building Principal determines advisable.

LEGAL REF.: 20 U.S.C. §7926, Elementary and Secondary Education Act.
20 ILCS 2635/, Uniform Conviction Information Act.
720 ILCS 5/11-9.3, Criminal Code of 2012.
730 ILCS 152/, Sex Offender Community Notification Law.
730 ILCS 154/75-105, Murderer and Violent Offender Against Youth Community Notification Law.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:30 (Hiring Process and Criteria), 5:260 (Student Teachers), 6:250 (Community Resource Persons and Volunteers), 8:30 (Visitors

to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

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; work authorization status; use of lawful products while not at work;~~,~~ being a victim of domestic violence, ~~or~~ sexual violence, gender violence, or any other crime of violence; genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodations~~s~~; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; conviction record, unless authorized by law; 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 Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

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

Nondiscrimination Coordinator:

Name	Dr. Esther Mongan
Address	275 South St., Box 396
	Burlington, IL 60109
Email	esther.mongan@central301.net
Telephone No.	847-464-6005

Complaint Managers:

Name	Mike Potsic	~~Dr. Esther Mongan~~ Shayne Birkmeier
Address	275 South St., Box 396	275 South St., Box 396
	Burlington, IL 60109	Burlington, IL 60109
Email	mike.potsic@central301.net	shayne.birkmeier@central301.net
Telephone No.	847-464-6005	847-464-6005

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.

LEGAL REF.: 8 U.S.C. §1324a~~791~~ et seq , Immigration Reform and Control Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; ~~implemented by~~ 34 C.F.R. Part 106.
29 U.S.C. §206(d). Equal Pay Act.~~,~~
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.~~,~~
29 U.S.C. §7091 et seq., Rehabilitation Act of 1973.
38 U.S.C. §4301 et seq., Uniformed Services Employment and Reemployment Rights Act (1994).
42 U.S.C. §1981 et seq., Civil Rights Act of 1991.
42 U.S.C. §2000e et seq., ~~(~~Title VII of the Civil Rights Act of 1964;~~,~~ 29 C.F.R. Part 1601.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of 2008.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e(k), Pregnancy Discrimination Act.
42 U.S.C. §12111 et seq., Americans with Disabilities Act, Title I.~~,~~
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.
410 ILCS 130/40, Compassionate Use of Medical Cannabis ~~Pilot~~ Program Act.
410 ILCS 513/25, Genetic Information Privacy ~~Protection~~ Act.
740 ILCS 174/, Ill~~I~~. Whistleblower Act.
775 ILCS 5/1-103, 5/2-101, 5/2-102,~~.~~ 5/2-103, 5/2-103.1, 5/2-104(D) and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/5, Religious Freedom Restoration Act.~~,~~
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/~~1~~, ~~et seq.~~ Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace ~~Sexual~~ Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace;~~:~~ E-Cigarette, Tobacco, and Cannabis 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 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

General Personnel

Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's ~~or~~ other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies~~y~~ 2:260, *Uniform Grievance Procedure;* 2:265, *Title IX Sexual Harassment Grievance Procedure;* 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited

The ~~School~~ District shall provide a workplace environment free of verbal, physical, or other conduct~~,~~ or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

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

Making a Report or Complaint

Employees and *nonemployees* (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals ~~Employees~~ may choose to report to a person of the individual's ~~employee's~~ same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available. ~~A violation of this policy may result in discipline, up to and including discharge. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, up to and including discharge. An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing bona fide complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*).~~

Aggrieved individuals ~~employees~~, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must stop.

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

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employee may also report claims using Board policy 2:260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the claim according to that policy, in addition to any response required by this policy.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the DIstrict's Title IX Coordinator.

Nondiscrimination Coordinator:

Dr. ~~Todd Stirn~~ Esther Mongan
Name
275 South St., P.O. Box 396
Address
Burlington, IL 60109

esther.mongan@central301.net
Email

847-464-6005
Telephone

Complaint Managers:

~~Dr. Esther Mongan~~ Shayne Birkmeier
Name
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Mike Potsic
Name
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Burlington, IL 60109

mike.potsic@central301.net
Email
847-464-6005
Telephone

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged workplace harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policy 2:260, *Uniform Grievance Procedure*, and/or 5:120, *Employee Ethics; Conduct, and Conflict of Interest*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

A violation of this policy by an employee may result in discipline, up and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee that may be up to and including discharge.

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/).

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

Recourse to State and Federal Fair Employment Practice Agencies

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U.S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members, ~~and~~ applicants, and nonemployees of this policy, which shall include making ~~reprinting~~ this policy available in the District's administrative office, and including this policy in the appropriate handbooks.

LEGAL REF.: ~~Title VII of the Civil Rights Act of 1964,~~ 42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; ~~implemented by~~ 29 C.F.R. §1604.11.
~~Title IX of the Education Amendments of 1972,~~ 20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; ~~implemented by~~ 34 C.F.R. Part 106 ~~§1604.11~~.

5 ILCS 430/70-5(a), State Officials and Employee Ethics Act.
~~Ill. Human Rights Act,~~ 775 ILCS 5/2-101(E) and (E-1), 5/2-102(A~~D~~), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.
Burlington Indus.~~tries~~ v. Ellerth, 524 U.S. 742 (1998).
Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).
Crawford v. Metro. Gov't of Nashville & Davidson C~~oun~~ty, 555 U.S. 271 (2009).
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).
Harris v. Forklift Systems, 510 U.S. 17 (1993).
Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).
Oncale v. Sundowner Offshore Serv~~ices~~., 523 U.S. 75 (1998).
Porter v. Erie Foods Int~~ernational~~, Inc., 576 F.3d 629 (7th Cir. 2009).
Sangamon C~~oun~~ty Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).
Vance v. Ball State Univ., 133 S. Ct. 2434 (2013).
Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)

General Personnel

Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School Board policy on equal employment opportunities and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the ~~School~~ Board. If the Superintendent's recommendation is rejected, the Superintendent must submit another. The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval. No individual will be employed who has been convicted of a criminal offense listed in ~~Section~~ 105 ILCS 5/21B-80 (c)~~ of The School Code~~.

All applicants must complete a District application in order to be considered for employment.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration.

The Superintendent or designee shall develop and maintain a current comprehensive job description for each position or job category; however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. The Superintendent or designee shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, ~~or~~ any other person necessary to the hiring decision, ~~or for purposes of clarifying the information,~~ the Ill. Department of State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law.

Each newly hired employee must complete a~~n~~ U.S. Citizenship and Immigration ~~and Naturalization~~ Services Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in ~~Section~~ 105 ILCS 5/21B-80~~ of the School Code~~ or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.

4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts ~~site~~.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment.*

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination ~~and tests for tuberculosis~~ must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, ~~or~~ ~~an~~ licensed advanced practice registered nurse ~~who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations~~, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations~~, or a physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations~~. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, ~~or~~ ~~an~~ licensed advanced practice registered nurse~~ who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations~~, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity. The Board ~~District~~ will pay the expenses of any such examination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*

LEGAL REF.: 42 U.S.C. §12112, Americans with Disabilities Act; 29 C.F.R. Part 1630.
15 U.S.C. §1681 et seq., Fair Credit Reporting Act.
8 U.S.C. §1324a et seq. , Immigration Reform and Control Act.
105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/21B-10, 5/21B-80, 5/21B-85, 5/22-6.5, and 5/24.5
20 ILCS 2630/3.3, Criminal Identification Act.
~~Right to Privacy in the Workplace Act,~~ 820 ILCS 55/, Right to Privacy in the Workplace Act.
~~Employee Credit Privacy Act,~~ 820 ILCS 70/, Employee Credit Privacy Act.
~~Americans with Disabilities Act, 42 U.S.C. §12112, 29 C.F.R. Part 1630.~~
~~Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.~~
~~105 ILCS 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/22-6.5, and 5/24-1 et seq.~~
~~820 ILCS 55/ and 70/~~
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985) ~~483 N.E.2d 956 (Ill.App.1, 1985)~~, *aff'd in part and remanded* 115 Ill.2d 482 ~~505 N.E.2d 314~~ (Ill.~~,~~ 1987).
Kaiser v. Dixon, 127 Ill App. 3d 251 (2nd Dist. ~~468 N.E.2d 822 (Ill.App.2,~~ 1984).
Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 ~~59 N.E.2d 695~~ (1st Dist. ~~Ill.App.1,~~ 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:220 (Substitute Teachers), 5:280 (~~Education Support Personnel –~~Duties and Qualifications)

General Personnel

Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

All District workplaces are drug- and alcohol-free workplaces.

All employees are prohibited from engaging in any of the following activities while on District premises or while performing work or being *on call* for the District:

1. Unlawful manufacture, dispensing, distribution, possession, or the use of an illegal or controlled substance.
2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred.
3. Distribution, consumption, p~~P~~ossession, ~~or~~ use, or being impaired by or under the influence of ~~medical~~ cannabis;~~.~~ being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests specific articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position.

Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation. State law protects the District from liability when it takes actions pursuant to a reasonable workplace drug policy, including but not limited to subjecting an employee or applicant to reasonable drug and alcohol testing, reasonable and nondiscriminatory random drug testing, discipline, termination of employment, or withdrawal of a job offer due to a failure of a drug test.

For purposes of this policy a controlled substance means a substance that is:

1. Not legally obtainable,
2. Being used in a manner different than prescribed,
3. Legally obtainable, but has not been legally obtained, or
4. Referenced in federal or State controlled substance acts.

For purposes of this policy, *District premises* means workplace as defined in the Cannabis Regulation and Tax Act (CRTA) in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. *School grounds* means the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

As a condition of employment, each employee shall:

1. Abide by the terms of ~~the~~ this Board policy respecting a drug- and alcohol-free workplace; and
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than ~~5~~ five calendar days after such a conviction.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in ~~building in the staff lounge~~ a place where other information for employees is posted.
3. Make available materials from local, State, and national anti-drug and alcohol-abuse organizations.
4. Enlist the aid of community and State agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace,
   b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
   c. The penalties that the District may impose upon employees for violations of this policy.

E-Cigarette, Tobacco, and Cannabis Prohibition

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

Tobacco has ~~shall have~~ the meaning provided in 105 ILCS 5/~~section~~ 10-20.5b ~~of the School Code~~.

Cannabis has the meaning provided in the CRTA, 410 ILCS 705/1-10.

E-Cigarette is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. In addition or a~~A~~lternatively, the ~~School~~ Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of $5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

Disclaimer

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in policy 2:240, *Board Policy Development*.

LEGAL REF.: 42 U.S.C. §12114, Americans With Disabilities Act~~, 42 U.S.C. §12114~~.
21 U.S.C. §812; 21 C.F.R. §1308.11-1308.15, Controlled Substances Act~~, 21 U.S.C. §812; 21 C.F.R. §1308.11-1308.15~~.
41 U.S.C. §8101 et seq., Drug-Free Workplace Act of 1988~~, 41 U.S.C. §701 et seq~~.
20 U.S.C. §7101 et seq., Safe and Drug-Free School and Communities Act of 1994~~, 20 U.S.C. §7101 et seq~~.
30 ILCS 580/, Drug-Free Workplace Act~~, 30 ILCS 580/~~.
105 ILCS 5/10-20.5b.
410 ILCS 82/, Smoke Free Illinois Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 705/1-1 et seq., Cannabis Regulation and Tax Act.
720 ILCS 675, Prevention of Tobacco Use by Persons under 21 Years of Age and Sale and Distribution of Tobacco Products Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
21 C.F.R. Parts 1100, 1140, and 1143.
23 Ill.Admin.Code §22.20.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 8:30 (Visitors to and Conduct on School Property)

General Personnel

Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 22~~1~~, an abused or neglected individual with a disability, shall; (1) immediately report or cause a report to be made to the Ill~~inois~~. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873) (w~~W~~ithin Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any D~~d~~istrict employee who believes a student is in immediate danger or harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement. *Negligent failure to report* occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's Cyber-Tip~~-~~line 1-800-THE-LOST (1800-843-5678)~~,~~ or online at www.report.cybertip.org or ~~www.cybertipline.com~~. www.missingkids.org. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within ~~one year~~ three months of initial employment and at least every ~~five~~ three years after that date.
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors, and boundary violations as required by law and policy 5:100, *Staff Development Program.*

~~The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.~~

Alleged Incidents of Sexual Abuse; Investigations

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity, or outside of school grounds or not during a school activity.

If a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC). The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation. The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited.*

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in B~~b~~oard policy 5:150, *Personnel Records,* whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

~~The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing w~~When ~~he or she~~ the Superintendent has reasonable cause to believe that a license holder committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA, and that act resulted in the license holder's dismissal or resignation from the District, he or she shall notify the State Superintendent and the Regional Superintendent in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged ~~was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child~~. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

Special School Board Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA ~~the Act~~, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ~~the Act's~~ ANCRA's requirements concerning the reporting of child abuse.

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in policy 2:20, *Powers and Duties of the School Board; Indemnification.*

LEGAL REF.: 20 U.S.C. §7926, Elementary and Secondary Education Act.
105 ILCS 5/10-21.9., 5/20-23.13, and 5/21B-85.
20 ILCS 1305/1-1et.seq., Department of Human Services Act.
325 ILCS 5/,~~.~~ Abused and Neglected Child Reporting Act.
720 ILCS 5/12C-50.1, Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; ~~and~~ Conducts~~;~~ and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions) 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

General Personnel

Staff Development Program

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

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA), School Code, and awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) training as follows (see policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting):*

1. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.
2. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
3. By January 31, 2023, and every year after, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations.

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

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

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290, *Suicide and Depression Awareness and Prevention*.

LEGAL REF.: 20 U.S.C §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.
42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010~~;~~ ~~422 U.S.C. §1758b, Pub. L. 111-206~~ 7 C.F.R. Parts 210 and 235.
105 ILCS 5/2-3.62, 5/10-20.17a, 5/10-20.61~~0~~ ~~(P.A. 100-14 final citation pending)~~, 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/10-23.13, ~~5/22-23.12~~5/22-80(h), and 5/24-5.~~,~~
105 ILCS 25/1.15, Interscholastic Athletic Organization Act.
105 ILCS 150-25, Seizure Smart School Act.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.
325 ILCS 5/4, Abused and Neglected Child Reporting Act.
745 ILCS 49/, Good Samaritan Act.
775 ILCS 5/2-109, Ill. Human Rights Act.
23 Ill.Admin.Code §§22.20, 226.800, and Part 525.
77 Ill.Admin. Code §527.800.

CROSS REF.: 2:265 (Title IX Sexual Harassment Grievance Procedure), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (~~General Personnel~~ Abused and Neglected Child Reporting), 5:120 (Employee Ethics~~; and~~ Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness) 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide and Depression Awareness and Prevention ~~Program~~), 7:305 (Student Athlete Concussions and Head Injuries)

~~ADMIN PROC.: 4:60-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility), 5:100-AP (Staff Development Program), 5:150-AP (Personnel Records), 6:120-AP4 (Care of Students with Diabetes, 7:250-AP1 (Measures to Control the Spread of Head Lice at School)~~

General Personnel

Employee Ethics; Conduct; and Conflict of Interest

Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in *grooming* as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

The Superintendent or designee shall identify appropriate employee conduct standards and provide them to all District employees. Standards related to school employee-student conduct shall, at a minimum:

1. Incorporate the prohibitions noted in paragraph 1 of this policy;
2. Define prohibited grooming behaviors to include, at a minimum, *sexual misconduct. Sexual misconduct* is (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
    a. A sexual or romantic invitation
    b. Dating or soliciting a date
    c. Engaging in sexualized or romantic dialog
    d. Making sexually suggestive comments that are directed toward or with a student
    e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
    f. A sexual, indecent, romantic, or erotic contact with the student
3. Identify expectations for employees to maintain professional relationships with students, including expectations for employee-student boundaries based upon students' ages, grade levels, and developmental levels. Such expectations shall establish guidelines for specific areas, including but not limited to:
    a. Transporting a student
    b. Taking or possessing a photo or video of a student
    c. Meeting with a student or contacting a student outside the employee's professional role
4. Reference employee reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et. seq.), and the Elementary and Secondary Education Act (20 U.S.C. §7926);
5. Outline how employees can report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*; and
6. Reference required employee training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.

Statement of Economic Interest

The following employees must file a *Statement of Economic Interests* as required by the Ill.~~inois~~. Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts including collective bargaining agreement(s), in the amount of $1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

School Board policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority,

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) 30 ILCS 708/) when the employee has a real or apparent conflict of interest ~~as defined by 2 C.F.R. §200.318(c) (1)~~. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Guidance Counselor Gift Ban

Guidance counselors are prohibited from intentionally soliciting or accepting any gift from a *prohibited source* or any gift that would be in violation of any federal or State statute or rule. For guidance counselors, a *prohibited source* is any person who is (1) employed by an institution of higher education, or (2) an agent or spouse of or an immediate family member living with a person employed by an institution of higher education. This prohibition does not apply to:

1. Opportunities, benefits, and services available on the same conditions as for the general public.
2. Anything for which the guidance counselor pays market value.
3. A gift from a relative.
4. Anything provided by an individual on the basis of a personal friendship, unless the guidance counselor believes that it was provided due to the official position or employment of the guidance counselor and not due to the personal friendship. In determining whether a gift is provided on the basis of personal

friendship, the guidance counselor must consider the circumstances in which the gift was offered, including any of the following:

a. The history of the relationship between the individual giving the gift and the guidance counselor, including any previous exchange of gifts between those individuals.
b. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift.
c. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift also, at the same time, gave the same or a similar gift to other school district employees.

5. Bequests, inheritances, or other transfers at death.
6. Any item(s) during any calendar year having a cumulative total value of less than $100.
7. Promotional materials, including, but not limited to, pens, pencils, banners, posters, and pennants.

A guidance counselor does not violate this prohibition if he or she promptly returns the gift to the prohibited source or donates the gift or an amount equal to its value to a tax exempt charity.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated by reference: 5:120-E (Code of Ethics for Ill.~~inois~~ Educators)

LEGAL REF.: U.S. Constitution, First Amendment.
2 C.F.R. §200.318(c)(1).
5 ILCS 420/4A-101~~ and 430/~~, Ill. Government Ethics Act.
5 ILCS 430/, State Officials and Employee Ethics Act.
30 ILCS 708/, Grant Accountability and Transparency Act.
50 ILCS 135/, Local Governmental Employees Political Rights Act.
105 ILCS 5/10-22.39, 5/10-23.13, ~~and~~ 5/22-5, and 5/22-90 (final citation pending).
325 ILCS 5/, Abused and Neglected Child Reporting Act.
775 ILCS 5/5A-102, Ill. Human Rights Act.
23 Ill.Admin.Code Part 22, Code of Ethics for Ill.~~inois~~ Educators.
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4.60 Purchases and Contracts, 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 7:20 (Harassment of Students Prohibited)

General Personnel

Personnel Records

Maintenance and Access to Records

The Superintendent or designee shall manage the maintenance of personnel records in accordance with State and federal law and School Board policy. Records, as determined by the Superintendent, are retained for all employment applicants, employees, and former employees given the need for the District to document employment-related decisions, evaluate program and staff effectiveness, and comply with government recordkeeping and reporting requirements. Personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent.
2. An employee~~s~~'s supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.
4. Access will be granted to anyone authorized by State or federal law to have access.
5. All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records*.

Prospective Employer Inquiries Concerning a Current or Former Employee's Job Performance

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance. The Superintendent shall:

1. E~~e~~xecute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to Ill. Dept. of Children and Family Services (DCFS)~~.~~; and
2. Comply with the federal law prohibiting the District from providing a recommendation of employment for an employee, contractor, or agent that District knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law, but the Superintendent or designee may follow routine procedures regarding the transmission of administrative or personnel files for that employee.

When requested for information about an employee by an entity other than a prospective employer, the District will only confirm position and employment dates unless the employee has submitted a written request to the Superintendent or designee.

LEGAL REF.: 20 U.S.C. §7926.
325 ILCS 5/4, Abused and Neglected Child Reporting Act.
745 ILCS 46/10~~,~~ Employment Record Disclosure Act.
820 ILCS 40/~~1~~, ~~et seq.~~ Personal Record Review Act.
23 Ill.Admin.Code §1.660.

CROSS REF.: 2:250 (Access to District~~'s~~ Public Records), 5:90 (Abused and Neglected Child Reporting), 7:340 (Student Records)

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 ~~herein~~ 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 ~~shall concurrently run~~ will substitute an employee's accrued compensatory time-off and/or paid leave for unpaid FMLA leave, provided such leave is available for use in accordance with Board policies and rules. In addition, a~~A~~ll 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 ~~covered~~ military member on covered active duty or has been notified of an impending call or order to active duty, as provided by 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, ~~one of~~ the following provision~~s~~ must describe the employee:

1. The employee has been employed by the District for at least 12 months and has been employed for at least 1,000~~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

seven years before the date of the most recent hiring, except when the service break is due to fulfillment of a covered service obligation under the employee's Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 U.S.C. 4301 et seq~~p~~., 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 ~~or their next doctor's appointment~~ 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 ~~completed~~ 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 ~~completed~~ 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 ~~completed~~ 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 six months in connection with any absence by an employee needing an intermittent or reduced schedule leave for conditions with a duration in excess of six months.

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

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 two 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 eight 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., Family and Medical Leave Act; 29 C.F.R. Part 825.
105 ILCS 5/24-6.4.

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)

Professional Personnel

Terms and Conditions of Employment and Dismissal

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

~~Duty-Free Lunch~~

~~Teachers employed for at least 4 hours per day shall receive a 30-minute duty-free lunch.~~

~~Holidays~~

~~Teachers shall be paid for, but shall not be required to work on, legal school holidays.~~

School Year

Teachers shall work according to the school calendar adopted by the ~~School~~ Board, which shall have a minimum of 176~~4~~ student attendance days (174 if using two parent teacher conference days), and a minimum of 180 teacher work days, including teacher institute days. Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans Day).

School Day

Teachers are required to work the school day adopted by the ~~School~~ Board. Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

The District accommodates employees who are nursing mothers according to provisions in State and federal law ~~the Nursing Mothers in the Workplace Act~~.

Salary

Teachers shall be paid according to the salaries fixed by the ~~School~~ Board, but in no case less than the minimum salary provided by t~~T~~he School Code. Teachers shall be paid at least monthly on a 12-month basis.

Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a.

Dismissal

The District will follow State law when dismissing a teacher.

Evaluation

The District's teacher evaluation system will be conducted under a plan developed pursuant to ~~that aligns with~~ State law.

LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, ~~5/10-20.60 (P.A. 100.356 final citation pending),~~ 5/10-20.65, 5/14-1.09a, ~~5/18-8,~~ 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, ~~5/24A-4, and 5/24A-5~~ 5/24A-1 through 24A-20.
820 ILCS 260/,~~1 et seq.~~ Nursing Mothers in the Workplace Act
23 Ill.Admin.Code Parts 50 (Evaluation of Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).
Cleveland Bd. of Educ. v. Loudermill, 47~~7~~0 U.S. 532 (1985).

CROSS REF.: 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

Professional Personnel

Resignations

Tenured teachers may resign at any time with consent of the School Board or by written notice sent to the ~~School~~ Board Secretary at least 30 days before the intended date of resignation. However, n~~N~~o teacher may resign during the school term in order to accept another teaching position without the consent of the ~~School~~ Board.

LEGAL REF.: 105 ILCS 5/24-14.
Park Forest Heights School Dist. V. State Teacher Certification Bd., ~~842 N.E. 2d 1230~~ 363 Ill.App.3d 433 (~~Ill. App.~~ 1st Dist.~~,~~ 2006).

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 or short-term substitute license and may teach in the place of a licensed teacher who is under contract with the Board. Substitutes will be limited to 120 hours per month unless there are extenuating circumstances as determined by administration or the exceptions below: that a substitute teacher may teach in the District during the school year, There is no limit on the number of day 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 paid school days in any one school term.
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 paid school days.
3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days.

The Ill.~~inois~~ Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed ~~100~~ 120 paid days or ~~500~~ 600 paid hours in ~~any~~ each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2023, a substitute teacher who is a TRS annuitant may substitute teach 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.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

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 teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.: 105 ILCS 5/10-20.68, 5/21B-20(2), ~~and~~ 5/21B-20(3), and 5/21B-20(4).
23 Ill.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

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

Professional Personnel

Leaves of Absence

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.

Sick and Bereavement Leave

Each full-time professional staff member is granted 12 days sick leave each school year at full pay. Unused days are allowed to accumulate to 340 days. Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, ~~or~~ placement for adoption, or the acceptance of a child in need of foster care.

As a condition for paying sick leave after three days absence for personal illness ~~or 30 days for birth~~ or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a~~n~~ licensed advanced practice nurse ~~who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations~~, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification.

~~The use of paid sick leave f~~For purposes of adoption, ~~or~~ placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Child Bereavement Leave

State law allows a maximum of 10 unpaid work days for eligible employees (Family and Medical Leave Act of 1993, 20 U.S.C. §2601 et. seq.) to take child bereavement leave. The purpose requirements, scheduling, and all other terms of the leave are governed by the Child Bereavement Leave Act. Child bereavement leave allows for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of his or her child~~.~~, (2) making arrangements necessitated by the death of the staff member's child, or (3) grieving the death of the staff member's child, without any adverse employment action.

Th~~is~~e leave must be completed within 60 days after the date on which the employee received notice of the death of his or her child. However, in the event of the death of more than one child in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be ~~substantiated~~ substituted for the

leave provided in the Child Bereavement Leave Act. This policy does not create any right for an employee to take child bereavement leave that is inconsistent with the Child Bereavement Leave Act.

Sabbatical Leave

Sabbatical leave may be granted in accordance with the School Code.

Personal Leave

Professional staff members are granted three personal leave days per year. A personal leave day is defined as a day to allow professional personnel time to conduct personal business (but not vacation, travel, or work stoppage), which is impossible to schedule at a time other than during a school day. Any unused personal leave day in a school year will be credited to the cumulative sick leave.

The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, personal leave requests should be submitted to the Building Principal three days in advance of the requested date,
2. No personal leave days may be used immediately before or immediately after a holiday unless the Superintendent or designee grants prior approval,
3. Personal leave may not be used in increments of less than one-half day,
4. Personal leave days are subject to a substitute's availability,
5. Personal leave days may not be used during the first and/or last five days of the school year,
6. Personal leave days may not be used on in-service and/or institute training days, and
7. Personal leave may not be used by more than 10% of the teaching staff in each building at the same time.

Leave of Absence Without Pay

The Board may grant a leave of absence without pay to tenured professional staff members who have rendered satisfactory service and desire to return to employment in a similar capacity at a time determined by the Board.

Each leave of absence shall be of the shortest possible duration required to meet the leave's purpose consistent with a reasonable continuity of instruction for students.

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 calendar 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.

Child-Rearing Leave

The Board shall grant a professional staff member's request for a non-paid, child-rearing leave, not to exceed the balance of the school year plus one additional school year (but in no event shall such leave exceed three semesters), provided the request complies with this policy. Nothing in this section shall prohibit a professional staff member from using paid sick days as provided in this policy.

A teacher ~~must~~ should request, if possible, a child-rearing leave by notifying the Superintendent in writing no later than 90 days before the requested leave's beginning date. The request should include the proposed leave dates. The leave shall end before a new school year begins or before the first day of school after winter recess.

Subject to the insurance carrier's approval, the teacher may maintain insurance benefits at his or her own expense during a child-rearing leave.

A professional staff member desiring to return before the leave's expiration will be assigned to an available vacancy for which the teacher is qualified, subject to scheduling efficiency and instruction continuity.

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 Leave

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.

Leave for Employment in Department of Defense

The Board may grant teachers a leave of absence to accept employment in a Dep~~artment~~. of Defense overseas school.

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or ~~classroom activities~~ academic meetings related to the teacher's child, if the conference or ~~activity~~ meeting 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, Gender Violence, or Other Crime of Violence

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, ~~or~~ sexual violence, gender violence, or any other crime of violence or (2) has a family or household member who is a victim of ~~domestic or sexual~~ such violence whose interests are not adverse to the employee as it relates to the domestic, ~~or~~ sexual violence, gender violence, or any other crime of 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, if the District employs at least 50 employees, an employee is entitled to a total of 12 work weeks of unpaid 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 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

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected 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 in accordance with 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.

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.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

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)

Professional Personnel

Student Teachers

The Superintendent is authorized to accept students from university-approved teacher-training programs to do student teaching in the District. No individual who has been convicted of a criminal offense that would subject him or her to license suspension or revocation pursuant to Section5/21B-80 of the School Code or who has been found to be the perpetrator of sexual or physical abuse of a minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 is permitted to student teach

Before permitting an individual to student teach or begin a required internship in the District, the Superintendent or designee shall ensure that:

1. The District performed a 105 ILCS 5/10-21.9(g) Check as described below; and
2. The individual furnished evidence of physical fitness to perform assigned duties and freedom from communicable disease pursuant to 105 ILCS 5/24-5.

A 105 ILCS 5/21.9 (g) Check shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act (20 ILCS 2635/1), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act (P.L. 109-248);
2. A check of the Illinois Sex Offender Registry (see the Sex Offender Community Notification Law (730 ILCS 152/101 et seq.); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75-105~~,~~).
4. ~~4.~~ The School Code requires each individual student teaching or beginning a required internship to provide the District with written authorization for, and pay the costs of, his or her 105 ILCS5/21.9 (g) check (including any applicable vendor's fees). Upon receipt of this authorization and payment, the Superintendent or designee will submit the student teacher's name, sex, race, date of birth, social security number, fingerprint images, and other identifiers, as prescribed by the Department of State Police, to the Department of State Police. ~~t~~The Superintendent or designee will provide each student teacher with a copy of his or her report.

Assignment

The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. Student teachers should be assigned to supervising teachers whose qualifications are acceptable to the District and the students' respective colleges or universities.

LEGAL REF.: Adam Walsh Child Protection and Safety Act, P.L. 109-248.
Uniform Conviction Information Act, 20 ILCS 2635/1.
105 ILCS 5/10-21.9, ~~and~~ 5/10-22.34, and 5/24-5.

CROSS REF.: 4:175 (Convicted Child Sex Offender Screening Notifications), 5:190 (Teacher Qualifications)

Educational Support Personnel

Sick Days, Vacation, Holidays, and Leaves

Each of the provisions in this policy applies to all educational support 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.

Sick and Bereavement Leave

Full or part-time educational support personnel who work at least 600 hours per year receive 12 paid sick leave days per year. Part-time employees will receive sick leave pay equivalent to their regular workday. Unused sick leave shall accumulate to a maximum of 240 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, ~~or~~ placement for adoption, or the acceptance of a child in need of foster care. The Superintendent and/or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness ~~or 30 days for birth~~ or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require~~s~~ that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a~~n~~ licensed advanced practice registered nurse ~~who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations~~, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Employees are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or the Superintendent may require medical certification.

~~The use of paid sick leave~~ F~~f~~or purposes of adoption, ~~or~~ placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need to foster care. Such leave is limited to 30 days unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent will require that the employee provide evidence that the formal adoption or foster care process is underway.

Vacation

Twelve-month employees shall be eligible for paid vacation days according to the following schedule:

Six to twelve month prior to July 1	5 days
One through 5 years prior to July 1	10 days
Six through twelve years prior to July 1	15 days
Thirteen or more years prior to July 1	20 days

An employee who has not completed one year of employment as of July 1 shall receive (0.5) day of vacation for each month worked, up to a maximum of five (5) days.

Part-time employees who work at least half-time are entitled to vacation days on the same basis as full-time employees, but the pay will be based on the employee's average number of part-time hours per week during the last vacation accrual year. The Superintendent will determine the procedure for requesting vacation.

Vacation days earned in one fiscal year must be used in accordance with established negotiated agreements and administrative procedures. Vacation days do not accumulate. Employees resigning or whose employment is terminated are entitled to the monetary equivalent of all earned vacation.

Holidays

Unless the District has a waiver or modification of the School Code pursuant to Section 2-3.25g or 24-2(b) allowing it to schedule school on a legal school holiday listed below, District employees will not be required to work on:

New Year's Day
Martin Luther King Jr.'s Birthday
Abraham Lincoln's Birthday
Casimir Pulaski's Birthday
Memorial Day
Juneteenth National Freedom Day
Independence Day
Labor Day
Columbus Day
Veteran~~'~~s Day
2022 Election Day
Thanksgiving Day
Christmas Day

A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

Personal Leave

Full-time educational support personnel have three paid personal leave days per year. The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, a personal leave request should be submitted to the Building Principal three days before the requested date.
2. No personal leave day may be used immediately before or immediately after a holiday, or during the first and/or last five days of the school year, unless the Superintendent grants prior approval.
3. Personal leave may not be used in increments of less than one-half day.
4. Personal leave is subject to any necessary replacement's availability.
5. Personal leave may not be used on an in-service training day and/or institute training days.
6. Personal leave may not be used when the employee's absence would create an undue hardship.

Leave to Serve as a Trustee of the Ill.~~inois~~ Municipal Retirement Fund

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

Other Leaves

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel in Board policy 5:250, *Leaves of Absence*:

1. Leave~~s~~ for Service in the Military ~~and General Assembly~~.
~~1.~~2. Leave for Service in the General Assembly.
~~2.~~3. School Visitation Leave.
~~3.~~4. Leaves for Victims of Domestic Violence, ~~or~~ Sexual Violence, Gender Violence, or Other Crime of Violence.
~~4.~~5. Child Bereavement Leave.
~~5.~~6. Leave to serve as an election judge.

LEGAL REF.: ~~20 ILCS 1805/30.1 et seq~~.
105 ILCS 5/10-20.7b, 5/24-2, and 5/24-6.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147, ~~and 180/~~ School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.
School Dist. 151 v. ISBE, 154 Ill.App.~~App~~3d 375 (1st Dist. 1987), Elder v. Sch. Dist. No. 127 ½, ~~(~~60 Ill.App~~1~~.2d 56 (1st Dist. 1965).

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

Instruction

School Accountability

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

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

Quality Assurance

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

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE.
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
5. In accordance with 105 ILCS 5/~~sec.~~ 2-3.153 ~~of the School Code~~, annually administer ~~at least biennially a survey of learning conditions~~ a climate survey on the instructional environment within the school to, at minimum, students in grades ~~6~~ 4 through 12 and teachers.

LEGAL REF.: 105 ILCS 5/2-3.25, 5/2-3.25a, 5/2-3.25b, 5/2-3.25c, 5/2-3.25d-5, 5/2-3.25e-5, 5/2-3.25f, 5/2-3.25f-5, 5/2-3.63, 5/2-3.64a-5, 5/2-3.153, 5/10-17a, 5/10-21.3a, and 5/27-1.
23 Ill.Admin.Code Part 1, Subpart A: Recognition Requirements.

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

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 (174, if two days of parent-teacher conferences) 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, 5/10-19.05, 5/10-20.56, 5/10-24.46, 5/10-30, ~~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.
5 ILCS 490/. State Commemorative Dates Act.
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), 4:180 (Pandemic Preparedness; Management; and Recovery) 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)

Instruction

School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA). The ~~Superintendent~~ Principal and/or food service director will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. ~~That t~~The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote ~~good~~ sound nutrition for students.
- Schools will foster the positive relationship between ~~good~~ sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include 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. See ~~Board~~ policies~~y~~ 6:60, *Curriculum Content* and ~~Board Policy~~ 7:260, *Exemption from Physical ~~Activity~~ Education*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See ~~Board~~ policies~~y~~ 6:60 *Curriculum Content* and ~~Board policy~~ 7:260, *Exemption from Physical Education.*
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health as* established by the Ill.~~inois~~ State Board of Education (ISBE).

Nutrition Guidelines for Foods Available in Schools During the School Day; Marketing Prohibited

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board Policy 4:120 *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules). ~~In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall restrict the sale of competitive foods as defined by the USDA, in the food service areas during meal periods and comply with all ISBE rules.~~

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:~~;~~

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.

Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.
The ~~Superintendent or designee~~ Principal or Food Service Director in a participating school may grant an EFD for grades 9 through 12 in participating schools. To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFD's for grades 9 through 12 in participating schools is set by ISBE rule.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Unused Food Sharing Plan
In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the district's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

Monitoring
At least every three years, the Principal and/or ~~Director of~~ Food Service Director shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District's implementation policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies.
- A description of the progress made in attaining the goals of the policy
- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development.*

Community Involvement
The Principal and/or Food Service Director will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the Community Engagement subhead in policy 8:10, *Connection with the Community*.

Recordkeeping
The Principal and/or Food Service Director shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.: ~~Child Nutrition and WIC Reauthorization Act of 2004,~~ Pub. L. 108-265, Sec. 204~~., Child~~ Nutrition and WIC Reauthorization Act of 2004
~~Child Nutrition Act of 1966,~~ 42 U.S.C. §1771 et seq.,Child Nutrition Act of 1966.
~~National School Lunch Act,~~ 42 U.S.C. §1751et seq., National School Lunch Act.
~~Healthy Hunger-Free Kids Act of 2010,~~ 42 U.S.C. §1758b Pub. L. 111-296, Healthy Hunger-Free Kids Act of 2010.
42 U.S.C. §1779, as implemented by 7 C.F.R. §§210.11 and 210.31.
~~Local Records Act,~~ 50 ILCS 205/Local Records Act.
105 ILCS 5/2-3.139.
23 Ill.Admin.Code Part 305, Food Program.
ISBE's "School Wellness Policy" Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

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 offered may include (a) language arts, (b) reading, (c) other communication skills, (d) science, (e~~d~~) mathematics, (f~~e~~) social studies, (g~~f~~) art, (h~~g~~) music, and (i~~h~~) drug and substance abuse prevention including the dangers of opioid abuse. 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. Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5. Before the completion of grade 5, students will be offered at least one unit of cursive instruction. In grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.
2. In grades 9 through 12, subjects offered may include: (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics, (e) ~~driver and safety education, (f)~~ social studies including U.S. history, American government, and ~~for students entering the 9th grade in the fall of 2016 and each year after it,~~ one semester of civics~~.~~ (f~~a~~) foreign language, (g~~b~~) music, (h~~c~~) art, (i) driver and safety education, and ~~or~~ (j) ~~career/~~vocational education.

   Students otherwise eligible to take a driver education course must receive a passing grade in at least eight courses during the previous two 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; (a) instruction necessary for the safe operation of motor vehicles, including motorcycles, to the extent that they can be taught in the classroom, (b) classroom instruction on distracted driving as a major traffic safety issue, ~~and~~ (c~~b~~) instruction on required safety and driving precautions that must be observed at emergency situations, highway construction and maintenance zones, and railroad crossings and their approaches, and (d) ~~safety~~ instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement. 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 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.~~
5. In grades kindergarten through 12, age-appropriate I~~i~~nternet safety must be taught, the scope of which shall be determined by the Superintendent or d~~D~~esignee. 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, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum.

7. 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. grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment.*
8. In all schools, citizenship values must be taught, including: (a) American patriotism, (b) ~~democratic~~ principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois), ~~freedom, justice, and equality,~~ (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
9. 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 in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent, but at a minimum of three days per five-day week. For exemptions and substitutions, see policies 6:310, *High School Credit for Non-District Experiences; ~~Alternative Courses and Programs,~~ Course Substitutions;~~,~~ ~~R~~re-E~~e~~ntering S~~s~~tudents~~,~~* and 7:260, *Exemption from Physical Education.*
10. 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, ~~and~~ (d) dangers and avoidance of abduction, and (e~~e~~) age-appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades. The Superintendent ~~or Designee~~ shall implement a comprehensive health education program in accordance with State law.
11. In grades 9 through 12, 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.
12. In grades 9 through 12, consumer education must be taught, including (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable-rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system.
13. Beginning in the fall of 2022, in grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject.
14. Beginning in the fall of 2022, in grades 9 through 12, a unit of instruction on media literacy that includes, but is not limited to, all of the following topics: (a) accessing information to evaluate multiple media platforms and better understand the general landscape and economics of the platforms, and issues regarding the trustworthiness of the source of information; (b) analyzing and evaluating media messages to deconstruct media representations according to the authors, target audience, techniques, agenda setting, stereotypes, and authenticity to distinguish fact from opinion; (c) creating media to convey a coherent message using multimodal practices to a specific target audience that includes, but is not limited to, writing blogs, composing songs, designing video games, producing podcasts, making videos, or coding a mobile or software application; (d) reflecting on media consumption to assess how media affects the consumption of information and how it triggers emotions and behavior; and (e) social responsibility and civics to suggest a plan of action in the class, school, or community for engaging others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason.

15. Beginning in the fall of 2023, in grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. *Computer science* means the study of computers and algorithms, including their principles, hardware and software designs, implementation, and impact on society. Computer science does not include the study of everyday uses of computers and computer applications; e.g., keyboarding or accessing the Internet.
16. 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.
17. In all schools, United States (U.S.) 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~~,~~ (i~~I~~ncluding 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 Slovakians in the history of this country and State~~,~~ (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, and (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America.

    ~~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.~~
18. 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.
19. In all schools, the curriculum includes ~~a unit of~~ instruction as determined by the Superintendent or designee 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.
20. In all schools, the curriculum includes a unit of instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
21. In all schools, the curriculum includes ~~a unit of~~ instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, ~~and~~ the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans.
22. In all schools offering a secondary agricultural education program, the curriculum includes courses as required by 105 ILCS 5/2-3.80.
23. In all schools, instruction during courses as determined by the Superintendent or d~~D~~esignee on disability history, awareness, and the disability rights movement.
24. Beginning in the fall of 2022, in all schools, instruction as determined by the Superintendent or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States.
25. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

LEGAL REF.: Pub.~~lic~~ L.~~aw~~ No. 108-447, Section 111 of Division J,~~.~~ Consolidated Appropriations Act of 2005.
~~Protecting Children in the 21st Century Act,~~ Pub. L. No. 110-385, Title II, 122 stat, 4096 (2008), Protecting Children in the 21st Century Act.
47 C.F.R. §54.520.
5 ILCS 465/3 and 465/3a.
20 ILCS 2605/2605-480.
105 ILCS 5/2-3.80(e) and (f), 5/10-20.73 (final citation pending), 5/10-23.13, 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.08, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-20.8, 5/27-21, 5/27-22, ~~5/27-23,~~ 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-23.15, 5/27-24.1, and 5/27-24.2~~, 435/0.01 et seq., and 110/3~~.
105 ILCS 435/, Vocational Education Act.
625 ILCS 5/6-408.5, Ill. Vehicle Code.
23 Ill.Admin.Code §§1.420, 1.425, 1.430, and 1.440.
~~Consolidated Appropriations Act of 2005, Pub. L. No 108-447, Section III of Division J.~~

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 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 Behavior); 7:260 (Exemption from Physical Education)

Instruction

Education of Children with Disabilities

The School District shall provide a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District, as required by the Individuals With Disabilities Education Act (IDEA) and implementing provisions of t~~T~~he School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act. The term ~~"~~*children with disabilities*,~~"~~ as used in this policy, means children between ages 3 and 21 ~~(inclusive)~~ for whom it is determined, through definitions and procedures described in the Ill.~~inois~~ State Board of Education (ISBE) *Special Education* rules, that special education services are needed. Children with disabilities who turn 22 years old during the school year are eligible for such services through the end of the school year.

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

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

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

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

LEGAL REF.: ~~Individuals With Disabilities Education Improvement Act of 2004,~~ 20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act of 2004.
~~Rehabilitation Act of 1973, Section 504,~~ 29 U.S.C. §794, Rehabilitation Act of 1973, Section 504.
~~Americans With Disabilities Act,~~ 42 U.S.C. §12101 et seq., Americans With Disabilities Act.
34 C.F.R. Part 106.
34 C.F.R. ~~§~~ Part 300.
105 ILCS 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b~~a~~.
23 Ill.Admin.Code Part 226.

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

Instruction

Program for the Gifted

The Superintendent or designee shall implement an education program for gifted and talented learners that will challenge and motivate academically advanced learners and engage them in appropriately differentiated learning experiences to develop their unique abilities. If the State Superintendent of Education issues a Request for Proposals because sufficient State funding is available to support local programs of gifted education, the Superintendent or designee shall inform the Board concerning the feasibility and advisability of developing a "plan for gifted education" that would qualify for State funding.

Eligibility to participate in the gifted program shall not be conditioned upon race, religion, sex, disability, or any factor other than the student's identification as gifted or talented learner.

The School Board will monitor this program's performance by meeting periodically with the Superintendent or designee to determine and/or review the indicators and data that evidence whether the educational program for gifted and talented learners is accomplishing its goals and objectives and is otherwise in compliance with this policy.

LEGAL REF.: 105 ILCS 5/14A.
23 Ill.Admin.Code Part 227.

CROSS REF.: 6:135 (Accelerated Placement Program)

Instruction

Accelerated Placement Program

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential. The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP. APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade. Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented. Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in School Board policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner.

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s);
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; ~~and~~
3. Assessment processes that include multiple valid, reliable indicators~~;~~ and
4. By the fall of 2023, the automatic enrollment, in the following school term, of a student into the next most rigorous level of advanced coursework offered by the high school if the student meets or exceeds State standards in English language arts, mathematics, or science on a State assessment administered under 105 ILCS 5/2-3.64a-5, as follows:
   a. A student who meets or exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.
   b. A student who meets or exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.
   c. A student who meets or exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement.

LEGAL REF.: 105 ILCS 5/14A.
23 Ill.Admin.Code Part 227, Gifted Education

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:130 (Program for the Gifted), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

Instruction

Extended Instructional Programs

The District may offer the following programs in accordance with State law and the District's educational philosophy:

1. Nursery schools for children between the ages of 2 and 6 years.
2. Before-and after-school programs for students in grades K-6.
3. Child care and training center for pre-school children and for students whose parents work.
4. Model day care services program in cooperation with the State Board of Education.
5. Tutorial program.
6. Adult education program.
7. Outdoor education program.
8. Summer school, whether for credit or not.
9. Independent study, whether for credit or not.
10. Volunteer service credit program.
11. Vocational academy.
12. Advanced vocational training and/or career education program.

LEGAL REF.: 105 ILCS 5/10-22.18a, 5/10-22.18b, 5/10-22.18c, 5/10-22.20, 5/10-22.20a, 5/10-22.20b, 5/10-22.20c, 5/10-22.29, 5/10-22.33A, 5/10-22.33B, 5/10-23.2, 5/27-22.1, 5/27-22.3, 5/27-23.6~~, 110/3, and 433/~~.
105 ILCS 433/, Vocational Academies Act.

CROSS REF.: 6:310 (High School Credit for Non-District Experiences; ~~Alternative Courses and Programs, and~~ Course Substitutions; Re-Entering Students), 6:320 (High School Credit for Proficiency)

Instruction

Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct

The Superintendent or designee shall establish a *Bring Your Own Technology* (BYOT) *Program*. The program will:

1. Promote educational excellence by facilitating resource sharing, innovation, and communication to enhance (a) technology use skills; (b) web-literacy and critical thinking skills about Internet resources and materials, including making wise choices; and (c) habits for responsible digital citizenship required in the 21st century.
2. Provide sufficient wireless infrastructure within budget parameters.
3. Provide access to the Internet only through the District's electronic networks.
4. Identify approved BYOT devices and what District-owned technology devices may be available; e.g., laptops, tablet devices, E-readers, and/or smartphones.
5. Align with Board policies 4:140, *Waiver of Student Fees*; 5:120 *Employee Ethics; Conduct; and Conflict of Interest*; 5:125, *Personal Technology and Social Media; Usage and Conduct*; 5:170, *Copyright*; 6:120, *Education of Children with Disabilities*; 6:235, *Access to Electronic Networks*; 7:140, *Search and Seizure*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; 7:190, *Student Behavior*; ~~and~~ 7:340, *Student Records*; and 7:345, *Use of Educational Technologies; Student Data Privacy and Security*.
6. Provide relevant staff members with BYOT professional development opportunities, including the provision of:
   a. Classroom management information about issues associated with the program, e.g., technical support, responsible use, etc.;
   b. A copy of or access to this policy and any building-specific rules for the program;
   c. Additional training, if necessary, about 5:170, *Copyright*; and
   d. Information concerning appropriate behavior of staff members as required by State law and policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*.
7. Provide a method to inform parents/guardians and students about this policy.
8. Include the program in the annual report to the Board as required under policy 6:10, *Education Philosophy and Objectives*.

The District reserves the right to discontinue its BYOT program at any time. The District does not provide liability protection for BYOT devices, and it is not responsible for any damages to them.

Responsible Use

The District recognizes students participating in the program as responsible young adults and holds high expectations of their conduct in connection with their participation in the program. Teachers may encourage students to bring their own devices as supplemental in-class materials when: (a) using the devices will appropriately enhance, or otherwise illustrate, the subjects being taught; (b) the Building Principal has approved their use and found that their use is age-appropriate; and (c) the student's parent/guardian has signed the *Bring Your Own Technology (BYOT) Program Participation Authorization and Responsible Use Agreement Form*. A student's right to privacy in his or her device is limited; any reasonable suspicion of activities that violate law or Board policies will be treated according to policy 7:140, *Search and Seizure*.

Responsible use in the program incorporates into this policy the individual's *Acceptable Use of Electronic Networks* agreement pursuant to policy 6:235, *Access to Electronic Networks*. Responsible use also incorporates the established usage and conduct rules in policy 5:125, *Personal Technology and Social Media* ~~*and Personal Technology*~~*; Usage and Conduct,* for staff and 7:190, *Student Behavior,* for students. Failure to follow these

rules and the specific BYOT program student guidelines may result in: (a) the loss of access to the District's electronic network and/or student's BYOT privileges; (b) disciplinary action pursuant to 7:190, *Student Behavior*; 7:200, *Suspension Procedures*; or 7:210, *Expulsion Procedures*; and/or (c) appropriate legal action, including referrals of suspected or alleged criminal acts to appropriate law enforcement agencies.

LEGAL REF.: 15 U.S.C. §§6501-6508, Children's Online Privacy Protection Act, implemented by 16 C.F.R. Part 312, Children's Online Privacy Protection Rule.
20 U.S.C §6751 et seq., Enhancing Education Through Technology Act.
47 U.S.C. §254(h) and (l), Children's Internet Protection Act.
47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
105 ILCS 5/10-20.28.

CROSS REF.: 1:30 (School District Philosophy), 4:140 (Waiver of Student Fees), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:170 (Copyright), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:120 (Education of Children with Disabilities), 6:210 (Instructional Materials), 6:235 (Access to Electronic Networks), 7:140 (Search and Seizure), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:340 (Student Records)

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.~~, Completing all minimum requirements for graduation as specified by Illinois State Board of Education rule, 23 Ill.Admin.Code §1.440.~~
3. Completing all minimum requirements for graduation as specified in State law.
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 (c)~~ State law.
6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

   A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

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) ~~or~~ school district issues the student a diploma.
5. Taking all other actions needed or necessary to implement this policy.

Early Graduation

The Superintendent or designee shall implement procedures for students to graduate early, provided they finish seven 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 four years of high school, qualifies for a certificate of completion after the student has completed four 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.

Service Member Diploma ~~Veterans of World War II, the Korean Conflict, or the Vietnam Conflict~~

~~Upon application,~~ The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or 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.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/22-27, 5/22/87, 5/27-3, 5/27-22, and 5/27-22.10.
105 ILCS 70/ Educational Opportunity for Military Children Act.
23 Ill.Admin.Code §1.440.

CROSS REF.: 6:30 (Organization of Instruction), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-entering Students), 6:315 (High School Credit for Students in Grade 7 or 8), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

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. ~~Home school course work upon approval by curriculum and assessment office~~
2. Courses in an accredited foreign exchange program
3. Summer school or community college courses
4. College or high school courses offering dual-credit 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 Tech Prep P~~p~~rogram
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~~; registered apprenticeship program~~. 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 ~~or a registered apprenticeship program~~ if:

1. The Building Principal approves the substitution(s) 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(s) 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. Ongoing participation 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* or *extracurricular athletic program*;~~.~~
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 who is eligible for special education may be excused from physical education courses pursuant to 7:260, *Exemption~~s~~ from Physical Education*.

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 American Council on Education ~~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, 5/2-3.175, 5/10-22.43a, 5/27-6, 5/27-22.3, and 5/27-22.05.
110 ILCS 27/, Dual Credit Quality Act.
23 Ill.Admin.Code §§1.425(e), 1.440(f), ~~and~~ 1.470(c), and Part 255.

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements), 6:315 (High School Credit for Students in Grade 7 or 8), 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 Education)

Instruction

High School Credit for Proficiency

Proficiency Credits

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

Proficiency credit will be offered in the following subject areas:

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

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

LEGAL REF.: 105 ILCS ~~5/10-22.10,~~ 5/10-22.43, 5/10-22.43a, ~~5/27-12.1,~~ 5/27-22, ~~5/27-22.10,~~ and 5/27-24.3~~, and 5/27-24.4~~.
23 Ill.Admin.Code Part 680 ~~§1.460~~.

CROSS REF.: ~~6:180 (Extended Instructional Programs), 6:280 (Grading and Promotion)~~, 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; ~~Alternative Courses and Programs, and~~ Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grade 7 or 8) ~~7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students)~~

Instruction

Student Testing and Assessment Program

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

The Superintendent or designee shall manage the student assessment program that, at a minimum:

1. Administers to students all standardized assessments required by the Ill. State Board of Education (ISBE) and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.

~~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. 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*.
4. Utilizes 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. All reliable assessments administered by the District and scored by entities outside of the District must be (1) reported to ISBE on its form by the 30th day of each school year, and (2) made publicly available to parents/~~ and~~ guardians of students. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.: 20 U.S.C. §1232g. Family Educational Rights and Privacy Act.
105 ILCS 10/, Illinois School Student Records Act.
105 ILCS 5/2-3.63~~a-5,~~ 5/2-3.64a-5(c-e), 5/2-3.64a-10, 5/2-3.107, 5/2-3.153, 5/10-17a, 5/22-82, and 5/27-1.
23 Ill. Admin. Code §1.30(b) amd § 375.10.

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

Equal Educational Opportunities

Equal educational and extracurricular opportunities shall be available for all students without regard to race, color, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under Board policy 8:20, *Community Use of School Facilities*. Any student may file a discrimination grievance by using Board Policy 2:260, *Uniform Grievance Procedure.*

Sex Equity

No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using Board policy 2:260, *Uniform Grievance Procedure*. A student may appeal the School Board's resolution of the complaint to the Regional Superintendent (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator, who also serves as the District's Title IX Coordinator. The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and grievance procedures.

LEGAL REF: 20 U.S.C. §1681 et. Seq., Title IX of the Education Amendments of 1972, Implemented by 34 C.F.R. Part 106.
29 U.S.C. § 791 et. Seq. Rehabilitation Act of 1973.
42 U.S.C. § 11431 et. Seq., MicKinney Vento Homeless Assistance Act.
Good News Club v. Milford Central Sch., 533 U.S. 98 (2001).
Ill. Constitution, Art I §18.
105 ILCS 5/3.25b, 5/3.25d(b), 5/10-20.12, 5/10-20.63, 5/10-22.5, adn 5/27-1.
775 ILCS 5/1-101 et.seq., Illinois Human Rights Act.
775 ILCS 35/5, Religious Freedom Restoration Act.
23 Ill.Admin.Code §1.240 and Part 200.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Students Rights and Responsibilities), 7:160 (Student appearance), 7:165 (School Uniforms), 7:180 (Prevention and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services),7:330 (Student Use of Buildings – Equal Access), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

Students

Harassment of Students Prohibited

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

~~Sexual Harassment Prohibited~~

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

~~1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or~~

~~2. Has the purpose or effect of:~~

~~a. Substantially interfering with a student's educational environment;~~

~~b. Creating an intimidating, hostile, or offensive educational environment;~~

~~c. Depriving a student of educational aid, benefits, services, or treatment; or~~

~~d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.~~

~~The terms intimidating, hostile, and offensive include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or sexting pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term sexual violence includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.~~

~~Making a Complaint:~~

~~Enforcement Students are encouraged to report claims or incidences of bullying, harassment, sexual harassment or any other prohibited conduct to Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager or any staff member with whom the student is comfortable speaking. A student may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.~~

~~An allegation that a student was a victim of any prohibited conduct perpetrated by another student shall be referred to the Building Principal, Assistant Building Principal, or Dean of Students for appropriate action.~~

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

Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See policies 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*.

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any ~~staff member~~ employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same ~~sex~~ gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Sexual Harassment Grievance Procedure.* The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure. The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

Nondiscrimination Coordinator:

Dr. Esther Mongan
Name

275 South St., P.O. Box 396, Burlington, IL 60109
Address

esther.mongan@central301.net
Email

847-464-6005
Telephone

Complaint Managers:

Mike Potsic
Name

275 South St., P.O. Box 396, Burlington, IL 60109
Address

mike.potsic@central301.net
Email

847-464-6005
Telephone

Shayne Birkmeier
Name

275 South St., P.O. Box 396, Burlington, IL 60109
Address

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Email

847-464-6005
Telephone

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

~~Any District employee who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in sexual harassment will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly~~

~~false accusation regarding sexual harassment will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.~~

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
1. For staff members, this policy is in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX Sexual Harassment Grievance Procedure*).

Students should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.
105 ILCS 5/10-20.12, 5/10-22.5, 5/10-23.13, 5/27-1, and 5/27-23.7.
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.
23 Ill.Admin.Code §1.240 and Part 200.
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Franklin v. Gwinnett Co. Public Schs., 503 U.S. 60 (1992).
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).
West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

Students

Student Assignment and Intra-District Transfer

Attendance Areas

The School District is divided into school attendance areas. The Superintendent will:

1. Review the boundary lines annually and recommend to the School Board any changes or revisions for existing units; or ~~to~~ the School Board. The Superintendent or designee shall maintain a map of the District showing
2. Create new units using a lens that considers preventing segregation and the elimination of separating students in the District's schools because of color, race, or nationality.

The Superintendent or designee shall maintain a map of the District showing current school attendance areas. All records pertaining to the creation, alteration, or revision of attendance units are open to the public. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to ~~Board~~ policy 6:140, *Education of Homeless Children*.

~~Transfers Within the District~~

~~A student's parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned. A request should be directed to the Superintendent, who, at his or her sole discretion, may grant the request when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If a request is granted, the parent/guardian shall be responsible for transportation. The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, *Safety*.~~

Class Assignments

The Building Principal shall assign students to classes.

LEGAL REF.: 105 ILCS 5/10-21.3, 5/10-21.3a, and 5/10-22.5.

CROSS REF.: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children)

Students

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

Age

To be eligible for admission, a child must be five years old on or before September 1 of that school term. A child entering first grade must be six years of age 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 six years old on or before December 31. A child with exceptional needs who qualifies for special education services is eligible for admission at three years of age. Early entrance to kindergarten or first grade may also be available through Board Policy 6:135, *Accelerated Placement Program*.

Admission Procedure

All students must register for school each year via the online registration process 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 Superintendent or designee 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 ten days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that ten-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee 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 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

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.

Foster Care Students

The Superintendent will appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.

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 *High School Only*

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 the 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.

LEGAL REF.: 8 U.S.C. §1101, Illegal Immigrant and Immigrant Responsibility Act of 1996.
20 U.S.C. §1232, Family Educational Rights and Privacy Act.
20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act.
29 U.S.C. §794, Rehabilitation Act of 1973, Section 504.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
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.
105 ILCS 10/8.1, Ill. School Student Records Act.
105 ILCS 45/, Education for Homeless Children Act.
105 ILCS 70/, Educational Opportunity for Military Children Act.
325 ILCS 50/, Missing Children Records Act.
325 ILCS 55/, Missing Children Registration Law.
410 ILCS 315/2e, Communicable Disease Prevention Act.
20 Ill.Admin.Code Part 1290, Missing Person Birth Records and School Registration.
23 Ill.Admin.Code Part 226, Special Education.
23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 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), 6:135 (Accelerated Placement 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)

Students

Residence

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or affidavit ~~Power of Attorney~~ stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within six (6) months ~~60 days~~ after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Homeless Children

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

Challenging a Student's Residence Status

If the Superintendent or designee determines that a student attending school on a tuition-free basis is a non-resident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by The School Code, 105 ILCS 5/1020.12b.

LEGAL REF.: 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/10-20.12a, 5/10-20.12b, 5/10-22.5, and 5/10-22.5a.
105 ILCS 45/~~, Education for Homeless Children Act.~~
~~105 ILCS 70/, Educational Opportunity for Military Children Act.~~
23 Ill.Admin.Code §1.240.
Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992).
Joel R. v. Board of Education of Manheim School District 83, 292 Ill.App.3d 607 (1st Dist. 1997).
Kraut v. Rachford, 51 Ill.App.3d 206 (1st Dist. 1977).

CROSS REF.: 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

Students

Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.

8. A process for the collection and review of chronic absence data and to:
    a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
    b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community-based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
12. An acknowledgment that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
14. A process for a 17-year-old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
15. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

LEGAL REF.: 105 ILCS 5/26-1 through 18.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student ~~Behavior~~ Discipline), 7:340 (Student Records)

Students

Release Time for Religious Instruction/Observance

A student shall be released from school, as an excused absence, because of religious reasons to observe a religious holiday, for religious instruction, or because the student's religion forbids secular activity on a particular day(s) or time of day. The student's parent/guardian must give written notice to the Building Principal at least five calendar days before the student's anticipated absence(s). ~~This notice shall satisfy the District's requirement for a written excuse when the student returns to school.~~

The Superintendent or designee shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons ~~and include a list of religious holidays on which students shall be excused from school attendance~~, including how teachers are notified of a student's impending absence, and the State law requirement that teachers provide the student an equivalent opportunity to make up any examination, study, or work requirement.

LEGAL REF.: ~~Religious Freedom Restoration Act, 775 ILCS 35/5.~~
105 ILCS 5/26-1 and 5/26-2b.
775 ILCS 35/, Religious Freedom Restoration Act

CROSS REF.: 7:70 (Attendance and Truancy)

Students

Agency and Police Interviews

The Superintendent shall develop procedures to manage requests by agency officials or police officers to interview students at school. Procedures will:

1. Recognize individual student rights and privacy,
2. Recognize the potential impact an interview may have on an individual student,
3. Minimize potential disruption,
4. Foster a cooperative relationship with public agencies and law enforcement, and
5. Comply with State law including, but not limited to, ensuring that before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the Superintendent or designee will:

    a. Notify or attempt to notify the student's parent/guardian and document the time and manner in writing;

    b. Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that school employees (including, but not limited to, a school social worker, psychologist, nurse, counselor, or any other mental health professional) are present during the questioning; and

    c. If practicable, make reasonable efforts to ensure a trained law enforcement officer to promote safe interactions and communications with the student is present during questioning.

LEGAL REF.: 105 ILCS 5/10-20.64, 5/22-88.
55 ILCS 80/, Children's Advocacy Center Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/31-1 et seq., Interference with Public Officers Act.
725 ILCS 120/, Rights of Crime Victims and Witnesses Act.

CROSS REF.: 5:90 (Abused and Neglected Child Reporting), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

Students

Student Appearance

A student's appearance, including dress and ~~grooming~~ hygiene, must not disrupt the educational process, ~~interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency.~~ or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance will be developed by the Superintendent or designee and included in the *Student Handbook(s)*.

LEGAL REF.: 105 ILCS 5/2-3.25 and 5/10-22.25b.
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503 (1969).

CROSS REF.: 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:165 (School Uniforms), 7:190 (Student Behavior)

Students

School Uniforms

The District does not require school uniforms other than physical education for grades 6-8.

~~Students are encouraged to wear school uniforms to school on all school attendance days, in order to maintain and promote orderly school functions, student safety, and a positive learning environment. The Building Principal is authorized to designate days on which this uniform policy is relaxed.~~

~~The Superintendent or designee shall designate a school-wide uniform after receiving input from school staff members, parents, and interested community members. Students may:~~

1. ~~Display religious messages on items of clothing to the same extent they are permitted to display other messages;~~
2. ~~Wear attire that is part of the student's religious practice;~~
3. ~~Wear or display expressive items, such as a button, as long as such items do not contribute to disruption by substantially interfering with discipline or with the rights of others; and~~
4. ~~Wear the uniform of a nationally recognized youth organization such as Boy Scouts or Girl Scouts on regular meeting days.~~

No student shall be ~~denied attendance at school~~, penalized in physical education, or otherwise subject to compliance measures for failing to wear a physical education uniform because of:

~~Personal choice;~~

~~Insufficient time in which to comply with this policy;~~

1. .Financial hardship; or
2. Religious objection by the student's parent/guardian to the student's compliance with this policy or the applicable uniform, if they have provided the Superintendent with a signed statement detailing their objection.

~~Hairstyles, including hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists; or~~

Any student eligible for reduced or free lunches, or for a waiver of student fees, is eligible for financial assistance toward the purchase of ~~school~~ physical education. uniforms. The Superintendent or designee shall develop a process for informing parents/guardians of the availability of financial assistance and a method to process financial requests.

No student shall be suspended or expelled from school, or receive a lowered academic grade, because of failing to comply with this policy.

LEGAL REF: 105 ILCS 5/2-3.25,and 5/10-22.25b.

CROSS REF: 4:140 (Waiver of Student Fees), 7:160 (Student Appearance), 7:190 (Student Behavior)

Students

~~Preventing~~ Prevention of and Response to Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

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

1. During any school sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school sponsored or school sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function or program.

Definitions from Section 27-23.7 of the School Code (105 ILCS 5/27-23.7)

Bullying includes *cyberbullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student that has or can be reasonably predicted to have the effect of one or more of the following:

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

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidations, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Cyber-bullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution by electronic means of a communication

to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school ~~guidance~~ counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and deans assistants. ~~and security guards.~~

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.~~program that:~~

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. ~~Reports are kept confidential to protect the reporter and any others who may be involved.~~ Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

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Telephone

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
   a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
   b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
   c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
   d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

   The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.
6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person~~student~~'s act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to

students ~~treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions~~.

8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However,a person who is found to have ~~knowingly making a~~ falsely accused~~ation~~ another of bullying, as a means of retaliation, as a means of bullying, or provided~~ing knowingly~~ false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan is ~~must be~~ based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel~~,~~ (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:

    a. The frequency of victimization;
    b. Student, staff, and family observations of safety at a school;
    c. Identification of areas of a school where bullying occurs;
    d. The types of bullying utilized; and
    e. Bystander intervention or participation.

    The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

    1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
    2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, or a signed statement from the board; or
    3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

    The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.
12. The Superintendent or designee shall f~~F~~ully implement~~s and enforces each of~~ the ~~following~~ Board policies, including without limitation, the following:

    a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
    b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.

c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.

d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.

e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.

f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy) ~~that is identified in the policy. Each of those characteristics is also identified in this policy's second paragraph~~.

g. 7:185, *Teen Dating Violence Prohibited.* This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.

h. 7:190, *Student Behavior ~~Discipline~~*. This policy prohibits, and provides consequences for, ~~students from engaging in~~ hazing, bullying, or other ~~any kind of~~ aggressive behaviors, ~~that does physical or psychological harm to another~~ or ~~any~~ urging ~~of~~ other students to engage in such conduct~~; prohibited conduct includes any use of violence, force, noise, coercion, threats, intimidation, fear, harassment, or other comparable conduct~~.

i. 7:310, *Restrictions on Publications; Elementary Schools, ~~and Written or Electronic Material~~* and 7:315, *Restrictions on Publications; High Schools*. These~~is~~ policies~~y~~ prohibit~~s~~ students from and provide consequences for: (1~~i~~) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2~~ii~~) creating and/or distributing written, printed, or electronic material, including photographic~~s~~ ~~and Internet~~ material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

j.

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7.
405 ILS 49/, Children's Mental Health Act.
775 ILCS 5/1-103, Ill. Human Rights Act.
23 Ill.Admin.Code §§1.240 and §1.280.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior ~~Discipline~~), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications; Elementary Schools ~~and Written or Electronic Material~~), 7:315 (Restrictions on Publications; High Schools)

Students

Student Behavior

The goals and objectives of this policy are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

When and *Where* Conduct Rules Apply

A student is subject to disciplinary action for engaging in prohibited student conduct, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

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

Prohibited Student Conduct

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

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
   a. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis-infused product under *Ashley's Law*).
   b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
   c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
   d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis-infused product under *Ashley's Law*.

e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.

f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.

g. *Look-alike* or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.

h. Drug paraphernalia, including devices that are or can be used to (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.
5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic devices in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off or silenced and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of

property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.

10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
11. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
16. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

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

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

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

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled may also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the School Code.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

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

Isolated Time Out, Time Out, and Physical Restraint

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in 105 ILCS 5/10-20.33, State Board of Education rules (23 Ill.Admin.Code §§ 1.280, 1.285), and the District's procedure(s).

Weapons

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code (18 U.S.C. § 921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theater, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Required Notices

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

Delegation of Authority

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

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to ten consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of ten school days for safety reasons.

Student Handbook

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

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

Incorporated by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)

LEGAL REF.: 20 U.S.C. §6081, Pro-Children Act of 1994.
20 U.S.C. §7961 et seq., Gun Free Schools Act.
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10, 5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/22-33, 5/24-24, 5/26-12, 5/27-23.7, and 5/31-3.
105 ILCS 110/3.10, Critical Health Problems and Comprehensive Health Education Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Pilot Program.
410 ILCS 647/, Powdered Caffeine Control and Education Act.
430 ILCS 66/, Firearm Concealed Carry Act.
23 Ill.Admin.Code §§ 1.280, 1.285.

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:30 (Visitors to and Conduct on School Property)

Students

~~This policy becomes effective and replaces the policy on Suspension Procedures on the first student attendance day of the 2016-2017 school year.~~

Suspension Procedures

In-School Suspension

The Superintendent or designee is authorized to maintain an in-school suspension program. The program shall include, at a minimum, each of the following:

1. Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
2. Students are supervised by licensed school personnel.
3. Students are given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

Out-of-School Suspension

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

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).
4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall:
    a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;
    b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;
    c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
    d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
    e. Depending upon the length of the out-of-school suspension, include the following applicable information:
        i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:
            a) A threat to school safety, or
            b) A disruption to other students' learning opportunities.
        ii. For a suspension of 4 or more school days, an explanation:
            a) That other appropriate and available behavioral and disciplinary interventions have been exhausted,
            b) As to whether school officials attempted other interventions or determined that no other interventions were available for the student, and
            c) That the student's continuing presence in school would either:

i) Pose a threat to the safety of other students, staff, or members of the school community, or

ii) Substantially disrupt, impede, or interfere with the operation of the school.

iii. For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension.

5. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.

6. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from ~~the Department of Human Services~~ a local mental health agency to consult with the Board. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above.

LEGAL REF.: Goss v. Lopez, 419 U.S. 565 (1975).
105 ILCS 5/10-20.14, 5/10-22.6.
23 Ill.Admin.Code §1.280.

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:220 (Bus Conduct)

Students

Expulsion Procedures

The Superintendent or designee shall implement expulsion procedures that provide, at a minimum, for the following:

1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. The request shall:
   a. Include the time, date, and place for the hearing.
   b. Briefly describe what will happen during the hearing.
   c. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend expulsion.
   d. List the student's prior suspension(s).
   e. State that the School Code allows the School Board to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
   f. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
2. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or a hearing officer appointed by it. If a hearing officer is appointed, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board.
3. During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.
4. If the Board acts to expel the student, its written expulsion decision shall:
   a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school.
   b. Provide a rationale for the specific duration of the recommended expulsion.
   c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student.
   d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school.
5. Upon expulsion, the District may refer the student to appropriate and available support services.

LEGAL REF.: Goss v. Lopez, 419 U.S. 565 (1975).
105 ILCS 5/10-20.14, 5/10-22.6.

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities)

Students

Conduct Code for Participants in Extracurricular Activities

The Superintendent or designee, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with School Board policy. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on or off school property; (2) ~~notify participants that failure to abide by it could result in removal from the activity.~~ emphasize that hazing and bullying activities are strictly prohibited; and (3) notify participants that failure to abide by it could result in discipline, up to and including removal from the activity. Participants who violate the conduct code will be allowed to give an explanation before being progressively disciplined. The conduct code shall be reviewed by the Building Principal periodically at his or her discretion and presented to the Board.

Participants in extracurricular activities must abide by the conduct code for the activity and Board policy 7:190, *Student Behavior*. All coaches and sponsors of extracurricular activities shall annually review the conduct code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in these programs.

Performance Enhancing Drug Testing of High School Student Athletes

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance-enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. IHSA administers a performance-enhancing substance testing program. Under this program, student-athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned substance list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, *Student Behavior*.

LEGAL REF.: Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021).
Bd. of Educ. of Independent Sch. Dist. No. 92 v. Earls, 536 U.S. 822 (2002).
Vernonia Sch. Dist. 475 v. Acton, 515 U.S. 646 (1995).
Clements v. Bd. of Educ. of Decatur, 133 Ill.App.3d 531 (4th Dist. 1985).
Kevin Jordan v. O'Fallon THSD 203, 302 Ill.App.3d 1070 (5th Dist. 1999).
Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998).
105 ILCS 5/24-24, 5/27-23.3, and 25/2.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular and Co-Curricular Activities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:300 (Extracurricular Athletics)

Students

Student Support Services

The following student support services may be provided by the School District:

1. Health services supervised by a qualified school nurse. The Superintendent or designee may implement procedures to further a healthy school environment and prevent or reduce the spread of disease.
2. Educational and psychological testing services and the services of a school psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from a student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.
3. The services of a school social worker. A student's parent(s)/guardian(s) must consent to regular or continuing services from a social worker.
4. Guidance and school counseling services.

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health needs that impact learning ability. The District, however, assumes no liability for preventing, identifying, or treating such needs.

Erin's Law Counseling Options, Assistance, and Intervention

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse, along with District and community-based options for victims of sexual abuse to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District if any.

This policy shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

LEGAL REF.: 105 ILCS 5/10-23.13(b) and 5/21B-25(G).
405 ILCS 49/, Children's Mental Health Act of 2003.
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.
~~Children's Mental Health Act of 2003, 405 ILCS 49/1 et seq.~~

CROSS REF.: 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:100 (Health Examinations, Immunizations, and Exclusion of Students), 7:280 (Communicable and Chronic Infectious Diseases). 7:340 (Student Records)

Students

Exemption from Physical Education

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting.

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practice Act, prevents his or her participation in the physical education course.

State law prohibits the Board from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

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.

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

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 in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.

Students in grades 7 and 8 may submit a written request to the Building Principal to be excused from physical education courses because of his or her ongoing participation in an interscholastic or extracurricular athletic program. The Building Principal will evaluate requests on a case-by-case basis.

Interscholastic or extracurricular athletic programs are organized school-sponsored or school sanctioned activities for students that are not part of the curriculum, not graded, not for credit, generally take place outside of school instructional hours, and under the direction of a coach, athletic director, or band leader.

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.

Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course:

The time of year when the student's participation ceases;

1. The student's class schedule; and
2. The student's future or planned additional participation in activities qualifying for substitutions for physical education as outlined in policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.

LEGAL REF.: 105 ILCS 5/27-6.
225 ILCS 60/, Medical Practice Act.
23 Ill.Admin.Code §1.420(p) and §1.425(d), (e).

CROSS REF.: 6:60 (Curriculum Content), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students)

Students

Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

Suicide and Depression Awareness and Prevention Program

The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of *Ann Marie's Law* listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the School Code Section 5/2-3.166(c)(2)-(7). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
    a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7 (requiring education for students to develop a sound mind and a healthy body).
    b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under 105 ILCS 5/3-14.8 (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
    a. The training required by 105 ILCS 5/10-22.39 for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
    b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies:
    a. ~~Board Policy~~ 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and 405 ILCS 49/15(b) (requiring student social and emotional development in the District's educational program);
    b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;
    c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;

d. ~~Board Policy~~ 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and 105 ILCS 5/10-22.24a and 22.24b, which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;

e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;

f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;

g. ~~Board Policy~~ 7:250, *Student Support Services*, implementing the Children's Mental Health Act of 2003, 405 ILCS 49/ (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and

h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.

4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.

5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program,* and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.

6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program.

Monitoring

The Board will review and update this policy pursuant to *Ann Marie's Law* and Board policy 2:240, *Board Policy Development*.

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District. Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law.

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Children's Mental Health Act of 2003, 405 ILCS 49/, Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/, and the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body.

LEGAL REF.: 42 U.S.C. § 1201 et seq. Individuals with Disabilities Education Act.
105 ILCS 5/2-3.166, 105 ILCS 5/2-3.139, 5/3-14.8, 5/10-20.73 (final citation pending), 5/10-22.24a, 5/10-22.24b, 5/10-22.39, 5/10-20.75 (final citation pending), 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b, 5/27-7.
405 ILCS 49, Children's Mental Health Act of 2003.
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.
745 ILCS 10/, Local Governmental and Governmental Tort Immunity Act.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:120 (Education of Children with Disabilities), 6:270 (Guidance and Counseling Program), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

Students

Restrictions on Publications; Elementary Schools

School-Sponsored Publications and Web Sites
School-sponsored publications, productions, and web sites are part of the curriculum and are not a public forum for general student use. School authorities may edit or delete material that is inconsistent with the District's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

Non-School Sponsored Publications Accessed or Distributed On-Campus

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media ~~(e.g., images, MP3 files, flash memory, etc.)~~ (e.g., images, digital files flash memory, etc.), or combinations of these whether off-line ~~(e.g., a printed book, CD-ROM, etc.)~~ (e.g., a printed book, digital files, etc.) or online ~~(e.g., any website, social networking site, database for information retrieval, etc.)~~ (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices ~~(e.g., data or voice messages delivered by cell phones, tablets, and other hand-held devices).~~ (e.g., text or voice messages delivered by cell phones, tablets, and other hand-held devices).

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.
Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by School Board policy and Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use; or
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students.

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing

or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus
A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

Bullying and Cyberbullying
The Superintendent or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

LEGAL REF.: 105 ILCS 5/27-23.7.
Hazelwood v. Kuhlmeier, 484 U.S. 260 (1988).
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:25 (Advertising and Distributing Materials in School Provided by Non-School Related Entities)

Students

Restrictions on Publications; High Schools

Definitions

Libel means the willful or negligent publication of provably false and unprivileged statements of fact that do demonstrable harm to a living person's reputation.

Obscene means lewd; impure; indecent; calculated to shock the moral sense of humans by a disregard of chastity or modesty. Objectionable or offensive to accepted standards of decency.

School official means a Building Principal or designee.

School-sponsored media means any material that is prepared, substantially written, published, or broadcast by a student journalist, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. It does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

Slander means the speaking of false statements of fact that seriously harm a living person's reputation.

Student journalist means a public high school student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

Student media adviser means an individual employed, appointed, or designated by the District to supervise or provide instruction relating to school-sponsored media.

School-Sponsored Media

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act and School Board policies, ~~Student journalists may not use school-sponsored media that:~~ and student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites.

Student journalists must:

1. Make decisions based upon news value and guided by the Code of Ethics provided by the Society of Professional Journalists, National Scholastic Press Association, Journalism Education Association, or other relevant group;
2. Produce media based upon professional standards of accuracy, objectivity, and fairness;
3. Review material to improve sentence structure, grammar, spelling, and punctuation;
4. Check and verify all facts and verify the accuracy of all quotations;
5. In the use of personal opinions, editorial statements, and/or letters to the editor, provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate in 105 ILCS 5/27-20.08; and
6. Include an author's name with any personal opinions and editorial statements, if appropriate.

Student journalists may not create, produce, or distribute school-sponsored media that:

1. Is libelous, slanderous, or obscene;
2. Constitutes an unwarranted invasion of privacy;
3. Violates federal or State law, including the Constitutional rights of third parties; or
4. Incites students to:
    a. Commit an unlawful act;

b. Violate any of the District's policies; ~~including but not limited to (1) its educational mission in policies 1:30, School District Philosophy and 6:10, Educational Philosophy and Objectives, and (2) speech that is socially inappropriate or inappropriate due to the maturity of the students pursuant to policies 6:65, Student Social and Emotional Development, and 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment; or~~ or

c. Materially and substantially disrupt the orderly operation of the school.

~~All school-sponsored media shall comply with the ethics and rules of responsible journalism. Text that fits into numbers one (1) through four (4) above will not be tolerated and school officials and student media advisers may edit or delete such media material. The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.~~

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Superintendent or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the media.

No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the District or an expression of Board policy.

Non-School Sponsored Publications Accessed or Distributed On Campus

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital files, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices (e.g., text or voice messages delivered by cell phones, tablets, and other hand-held devices).

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by School Board policy and Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use;
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students; or
6. Incites students to violate any Board policies.

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

Bullying and Cyberbullying

The Superintendent or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

LEGAL REF.: 105 ILCS 5/27-20.08 and 5/27-23.7.
105 ILCS 80/, Speech Rights of Student Journalists Act.
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
Hazelwood v. Kuhlmeier, 484 U.S. 260 (1988).
Morse v. Frederick, 551 U.S. 393 (2007).
Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 1:30 (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

Students

Student Records

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

1. Records that are kept in staff members' sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitations, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of ~~17~~ 18 years who has been arrested or taken into custody.

State and federal law grant students and parents/guardians certain rights, including the right to inspect, copy**,** and challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. ~~However, the District will comply with an ex parte court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the student's parent/guardian~~ The District will comply with state or federal law with regard to the release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

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

LEGAL REF.: Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill. App. 3d 60 (1st. Dist. 2002).
Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002).
Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, implemented by 34 C.F.R. Part 99.
Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/.
105 ILCS 5/10-20.21b, 20.37, 20.40, 5/14-1.01 et seq., and 10/.
105 ILCS 10/, Illinois School Students Records Act
50 ILCS 205/7 Local Records Act
750 ILCS 5/602.11.
23 Ill.Admin.Code Parts 226 and 375.

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

ADMIN PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:340-AP1 (School Student Records), 7:340-AP1, E1 (Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records), 7:340-AP1, E3 (Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information), 7:340 AP1, E4 (Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information, 7:340 AP1, E5 (Biometric Information Collection Authorization, 7:340-AP2 (Storage and Destruction of School Student Records), 7:340-AP2, E1 (Schedule for Destruction of School Student Records)

Students

Use of Educational Technologies; Student Data Privacy and Security

Educational technologies used in the District shall further the objectives of the District's educational program, as set forth in Board policy 6:10, *Educational Philosophy and Objectives*, align with the curriculum criteria in policy 6:40, *Curriculum Development*, and/or support efficient District operations. The Superintendent shall ensure that the use of educational technologies in the District meets the above criteria.

The District and/or vendors under its control may need to collect and maintain data that personally identifies students in order to use certain educational technologies for the benefit of student learning or District operations.

Federal and State law govern the protection of student data, including school student records and/or *covered information*. The sale, rental, lease, or trading of any school student records or covered information by the District is prohibited. Protecting such information is important for legal compliance, District operations, and maintaining the trust of District stakeholders, including parents, students and staff.

Definitions

Covered information means personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is any of the following: (1) created by or provided to an operator by a student or the student's parent/guardian in the course of the student's or parent/guardian's use of the operator's site, service or application; (2) created by or provided to an operator by an employee or agent of the District; or (3) gathered by an operator through the operation of its site, service, or application.

Operators are entities (such as educational technology vendors) that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes.

Breach means the unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of covered information maintained by an operator or the District.

Operator Contracts

The Superintendent or designee designates which District employees are authorized to enter into written agreements with operators for those contracts that do not require separate Board approval. Contracts between the Board and operators shall be entered into in accordance with State law and Board policy 4:60, *Purchases and Contracts,* and shall include any specific provisions required by State law.

Security Standards

The Superintendent or designee shall ensure the District implements and maintains reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure. In the event the District receives notice from an operator of a breach or has determined a breach has occurred, the Superintendent or designee shall also ensure that the District provides any breach notifications required by State law.

LEGAL REF.: 20 U.S.C. §1232g, Family and Educational Rights and Privacy Act, implemented by 34 C.F.R. Part 99.
105 ILCS 10/, Ill. School Student Records Act.
105 ILCS 85/, Student Online Personal Protection Act.
23 Ill. Admin. Code Part 380.

CROSS REF.: 4:15 (Identity Protection), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks), 7:340 (Student Records)

Community Relations

Accommodating Individuals with Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the District may provide to persons with disabilities para-professionals ~~aids~~, benefits, or services that are separate or different from, but as effective as, those provided to others.

The District will provide auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, website or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Superintendent or designee is designated the Title II Coordinator and shall:

1. Oversee the District's compliance efforts, recommend necessary modifications to the School Board, and maintain the District's final Title II self-evaluation document, update it to the extent necessary, and keep it available for public inspection for at least three ~~3~~ years after its completion date.
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Superintendent or designated Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure.

LEGAL REF.: Americans with Disabilities Act, 42 U.S.C. §§12101 et seq. and 12131 et seq.; 28 C.F.R. Part 35.
Rehabilitation Act of 1973 §104, 29 U.S.C. §794 (2006).
105 ILCS 5/10-20.51.
410 ILCS 25/, Environmental Barriers Act.
71 Ill.Admin.Code Part 400, Illinois Accessibility Code.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:150 (Facility Management and ~~Expansion~~ Building Programs)

Community Relations

Relations with Other Organizations and Agencies

The District shall cooperate with other organizations and agencies, including but not limited to:

- County Health Department
- Law enforcement agencies
- Fire authorities
- Planning authorities
- Zoning authorities
- Illinois Emergency Management Agency (IEMA), local organizations for civil defense, and other appropriate disaster relief organizations concerned with civil defense
- Other school districts

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 4:170 (Safety), 4:180 (Pandemic Preparedness; Management; and Recovery).5:90 (Abused and Neglected Child Reporting), 7:150 (Agency and Police Interviews)

CENTRAL
UNIT SCHOOL DISTRICT 301

Memorandum

To: Dr. Todd Stirn, Superintendent, Board of Education

From: Daina Pflug, Business Manager

Subject: Approval of 2021 Tax Levy

Date: December 20, 2021

Enclosed is the 2021 tax levy resolution to be approved by the Board. The levy figures have not changed from what was presented at our November board meeting. Even though the request calls for an approximate 4.74% increase in the operating funds over last year's extension, we are anticipating only an estimated 3.25% increase in actual dollars received. Our bond payments will increase from $7,884,500 to $8,294,950. Total EAV is estimated to be approximately $836,060,000 and new construction is estimated at $15,000,000. With these assumptions we are anticipating our Total School Tax Rate to decrease from $6.75 to $6.62 for this levy year.

A resolution is attached for adoption along with the formal levy documents, (Truth in Taxation Certificate, Tax Levy Summary Sheets, and Certificate of Tax Levy form). These will then be delivered to both the Kane and DeKalb County Tax Extension offices before the December 28th deadline.

RESOLUTION PROVIDING FOR THE LEVY OF TAXES BY THE BOARD OF EDUCATION OF CENTRAL COMMUNITY UNIT SCHOOL DISTRICT 301, COUNTIES OF KANE AND DEKALB, ILLINOIS, FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022.

BE IT RESOLVED BY THE BOARD OF EDUCATION OF CENTRAL COMMUNITY UNIT SCHOOL DISTRICT 301, COUNTIES OF KANE AND DEKALB, ILLINOIS, AS FOLLOWS:

Section 1. Recitals. It is found and declared by the Board of Education (***The "Board of Education"***) of Central Community Unit School District 301, Counties of Kane and DeKalb, Illinois (the "***District***"), as follows:

a. The District is a school district duly created, organized and validly existing under the 1970 Illinois Constitution and the laws of the State of Illinois.

b. The District is authorized under the provisions of Section 17-2 of the School Code to levy *ad valorem* property taxes annually upon all of the taxable property of the District for education purposes, for operations and maintenance purposes, and for transportation purposes.

c. The District is authorized under the provisions of Section 20-3 of the School Code to levy *ad valorem* property taxes annually upon all of the taxable property of the District for the purpose of providing moneys for a working cash fund.

d. The District is authorized under the provisions of Section 7-171 (b)(2) of the Pension Code, to levy *ad valorem* property taxes annually upon all of the taxable property of the District for the purpose of making contributions to the Illinois Municipal Retirement Fund.

e. The District is authorized under the provisions of Section 21-110 of the Pension Code to levy *ad valorem* property taxes annually upon all of the taxable property of the District for social security.

f. The District is authorized under the provisions of Section 17-2.11 of the School Code to levy *ad valorem* property taxes annually upon all of the taxable property of the District for the purpose of altering or reconstructing school buildings or permanent, fixed equipment, or installing security systems or equipment, or making certain repairs, for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes.

g. The District is authorized under the provisions of Section 17-2.2a of the School Code to levy *ad valorem* property taxes annually upon all of the taxable property of the District for special education purposes.

h. The District is authorized under the provisions of Section 17-2.5 of the School Code and Section 9-107 of the local Governmental and Governmental Employees Tort Immunity Act, Chapter 745, Act 5, Illinois Compiled Statutes, as amended (the "Tort Immunity Act"), to pay the cost of certain settlements or judgments, certain insurance, certain educational, inspectional

and supervisory services directly relating to loss prevention and reduction, certain bonds and certain risk management plan costs, all as defined in the Tort Immunity Act.

i. The Board of Education has determined to levy *ad valorem* taxes under the authority of the School Code, the Pension Code, and the Tort Immunity Act upon all of the taxable property of the District for such purposes, in the respective amounts set forth in Section 2 below, for the fiscal year of the District beginning July 1, 2021 and ending June 30, 2022.

Section 2. Levy of Taxes.

For the fiscal year of the District beginning July 1, 2021 and ending June 30, 2022, there are levied upon all of the taxable property of the District *ad valorem* taxes in the following amounts for the following purposes:

PURPOSE	**AMOUNT**
Educational	$30,000,000
Operations and Maintenance	$ 5,800,000
Transportation	$ 2,800,000
Working Cash Fund	$ 85,000
Illinois Municipal Retirement Fund	$ 1,010,000
Social Security	$ 1,010,000
School Fire Prevention, Safety, etc.	$ 0
Special Education	$ 6,210,000
Tort Immunity Act	$ 850,000
TOTAL	$47,765,000

Section 3. Certificate of Levy. The President and the Secretary of the Board of Education, and the other officers and employees of the District, are authorized and directed to prepare, and the President and the Secretary of the Board of Education are authorized and directed to execute, on behalf of the District, the necessary certificate of levy certifying the amounts of taxes, including the taxes levied in Section 2 above, levied by the Board of Education of the District for the fiscal year of the District beginning July 1, 2021 and ending June 30, 2022, a copy of which Certificate of Tax Levy is attached hereto as Exhibit 1.

Section 4. Filing of Certificate of Tax Levy With County Clerks. The Secretary of the Board of Education is authorized and directed to cause said certificate of levy to be filed in the respective offices of the County Clerks of the County of Kane and the County of DeKalb, Illinois, as soon as practicable after adoption of this Resolution, but in no event later than the last

Tuesday in December 2021, along with a copy of the Certification of Compliance with the Truth in Taxation Law and any other additional levies, and resolutions authorizing such additional levies, adopted by the Board of Education for 2021.

Section 5. Additional Authority. The President, the Treasurer, the Secretary, and the other officers and employees of the District are authorized to execute and deliver on behalf of the District such other documents, agreements and certificates and to do such other things consistent with the terms of this Resolution as such officers and employees shall deem necessary or appropriate in order to effectuate the intent and purposes of this Resolution.

Section 6. Conflicting Resolutions. All resolutions and orders or parts of resolutions and orders in conflict with this Resolution are repealed to the extent of such conflict.

Section 7. Severability. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution, which shall continue in full force and effect.

Section 8. Effective Date. This Resolution shall be in full force and effect immediately upon its adoption by the Board.

ADOPTED by the Board of Education of Central Community Unit School District 301, Counties of Kane and DeKalb, Illinois, this 20th day of December, 2021, upon a roll call vote as follows:

AYE:_____ NAY:_____

ABSTAIN:_____ ABSENT:_____

* *

Approved:

_____

President, Jeff Gorman, Board of Education of
Central Community Unit School District 301,
Counties of Kane and DeKalb, Illinois

Attest:

_____

Secretary, Marc Falk
Board of Education of Central Community
Unit School District 301, Counties of Kane
and DeKalb, Illinois

Original: X
Amended:

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Department
(217) 785-8779

CERTIFICATE OF TAX LEVY

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

District Name	District Number	County
Community Unit School District 301	31-045-3010-26	Kane & DeKalb

Amount of Levy

Educational	$ 30,000,000	**Fire Prevention & Safety** *	$ 0
Operations & Maintenance	$ 5,800,000	**Tort Immunity**	$ 850,000
Transportation	$ 2,800,000	**Special Education**	$ 6,210,000
Working Cash	$ 85,000	**Leasing**	$ 0
Municipal Retirement	$ 1,010,000	**Other**	$ 0
Social Security	$ 1,010,000	**Other**	$ 0
		Total Levy	$ 47,765,000

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

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

We hereby certify that we require:

the sum of 30,000,000 dollars to be levied as a special tax for educational purposes; and
the sum of 5,800,000 dollars to be levied as a special tax for operations and maintenance purposes; and
the sum of 2,800,000 dollars to be levied as a special tax for transportation purposes; and
the sum of 85,000 dollars to be levied as a special tax for a working cash fund; and
the sum of 1,010,000 dollars to be levied as a special tax for municipal retirement purposes; and
the sum of 1,010,000 dollars to be levied as a special tax for social security purposes; and
the sum of 0 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and
the sum of 850,000 dollars to be levied as a special tax for tort immunity purposes; and
the sum of 6,210,000 dollars to be levied as a special tax for special education purposes; and
the sum of 0 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and
the sum of 0 dollars to be levied as a special tax for _____; and
the sum of 0 dollars to be levied as a special tax for _____
on the taxable property of our school district for the year _____.

Signed this 20th day of December 20 21 .

_____
(President)

_____
(Clerk or Secretary of the School Board of Said School District)

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

Number of bond issues of said school district that have not been paid in full 4 .

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. 301, Kane & DeKalb County, Illinois, on the equalized assessed value of all taxable property of said school district for the year _____, was filed in the office of the County Clerk of this County on _____.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total levy, as provided in the original resolution(s), for said purposes for the year _____, is $ _____.

_____
(Signature of County Clerk)

_____
(Date)

_____
(County)

STATE OF ILLINOIS

COUNTIES OF KANE and DEKALB

Certification of Resolution

I, the undersigned, certify that I am the duly qualified and acting Secretary of the Board of Education (the "Board") of Central Community Unit School District 301, Counties of Kane and DeKalb, Illinois (the "District"), and that as such official I am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true and complete copy of a resolution adopted at the regular meeting of the Board held on December 20, 2021, entitled:

"RESOLUTION PROVIDING FOR THE LEVY OF TAXES BY THE BOARD OF EDUCATION OF CENTRAL COMMUNITY UNIT SCHOOL DISTRICT 301, COUNTIES OF KANE AND DEKALB, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022."

which resolution was duly adopted at said meeting by a roll call vote of ____ in favor and ____against, with _____abstentions and _____absent. At said meeting a quorum was physically present and acting throughout the meeting. Said resolution has not been amended or repealed and remains in full force and effect.

I further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Illinois Open Meetings Act and the School Code, as amended, that the agenda for the meeting was posted as required by the Open Meetings Act at least 48 hours in advance of the meeting, and that the Board complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereby affix my official signature and the seal of the District as of this 20th day of December 2021.

_____

Secretary, Marc Falk
Board of Education, Central Community Unit School District 301
Counties of Kane and DeKalb, Illinois

CERTIFICATION OF COMPLIANCE WITH TRUTH IN TAXATION LAW

I, the undersigned, do herby certify that I am the duly qualified and acting President and presiding officer of the Board of Education of Central Community Unit School District 301, Counties of Kane and DeKalb, State of Illinois, and as such presiding officer, I certify that the "Resolution Providing for the Levy of Taxes by the Board of Education of Central Community Unit School District 301, Counties of Kane and DeKalb, State of Illinois, for the Fiscal Year Beginning July 1, 2021, and ending June 30, 2022" provided herewith was adopted pursuant to, and in all respects in compliance with, the applicable provisions of the Truth in Taxation Law, 35 ILCS §§ 200/18-60 – 200/18-85, and that:

1. The notice and hearing requirements of Sections 18-70, 18-75 and 18-80 required for an estimated aggregate levy exceeding the prior year's aggregate extension, including abatements prior to extension, by more than 105% were ***inapplicable.***

2. The notice and hearing requirements of Section 18-72 required for intent to amend the Board's certificate of tax levy were ***inapplicable.***

3. The notice requirement of Section 18-85 required for a final aggregate levy adopted in excess of the estimated aggregate levy was ***inapplicable.***

IN WITNESS WHEROF, I hereunto affix my official signature this 20th day of December, 2021.

_____

President, Jeff Gorman
Board of Education
Central Community Unit School District 301
Counties of Kane and DeKalb, Illinois

CENTRAL
UNIT SCHOOL DISTRICT 301

MEMORANDUM

FROM: Kerri McCastland, Director of College and Career Readiness

TO: Board of Education & Dr. Todd Stirn, Superintendent

CC: Chris Testone, Amber Ballard, Ryan Robinson, Buddy Haas, Kelly Greene

DATE: December 20, 2021

RE: Veterinarian Affiliation Agreements

As part of the National Association of Veterinary Technicians in America (NAVTA) program requirements for students to obtain their Veterinarian Assistant certificate students are required to complete 100 hours of externships. We are currently working with many different animal clinics to seek partnerships for these opportunities for our students. These agreements ensure that students receive practical experiences that meet educational standards, and ensure an appropriate learning environment away from the students' school that matches the career focus. I am seeking approval for the following sites:

Animal Clinic of Randall Point

Animal Eye Consultants - Elgin *(new)

Army Trail Animal Hospital *(new)

Standard Affiliation Agreement

Dear Animal Clinic of Randall Point,

Thank you for allowing our students to complete their required clinical time at your facility.

Prior to our students beginning their Clinical Site visits at your facility, we will need this Affiliation Agreement completed. Please contact us to schedule a time to pick up the original signed document, or mail it to the following address:

Central CUSD #301
C/O Izzy Castillo, District Office
P.O. Box 396
Burlington, IL 60109

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND
Animal Clinic of Randall Point
for Student Veterinary Assistant Clinical Experience

THIS AGREEMENT ("**Agreement**") is entered into this 1st Day, of July, 2021 by and between **Animal Clinic of Randall Point** ("**Facility**"), the Board of Education of Central Community Unit School District No. 301 ("**District**"), and Northern Kane Region 100 (collectively the "**Parties**").

WHEREAS, the District desires to utilize **Animal Clinic of Randall Point** facility at 477 Briargate Dr, South Elgin, IL 60177 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students**. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District's curriculum.

2. **Liability insurance**. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements**. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. **School notices to students**. The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

(a) Follow the administrative policies, standards, and practices of the Facility.

(b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.

(c) Provide his/her own transportation.

(d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.

(e) Conform to the standards and practices established by the District while functioning at the Facility.

(f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.

(g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.

(h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. **Provision of facilities for supervised experiences**. Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. **Facility rules applicable to students during clinical assignments**. Students are to remain subject to the authority, policies, and regulations imposed by the District and,

during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. **Emergency treatment of students**. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. **Designation of liaison to the District; communications relating to placements**. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. **School Tour of Facility**. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. **Provision of Relevant Facility policies**. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. **Facility Transportation and Use of Mobile Units**. The Facility must obtain advance written permission from the District for transportation of students by the Facility or it staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. **FERPA Compliance**. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency,

or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws**. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period**. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on July 1st, 2021 with the last clinical on August 31st, 2022.

3. **Determination of number of participating students**. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences**. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will

communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. **Removal of students.**

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2021. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability**. Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening**: Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement**. This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement**. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability**. If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. **Employment Status**. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. **Notice to Parties**. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Animal Clinic of Randall Point
477 Briargate Dr
South Elgin, IL 60177

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. **Governing Law**. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. **Counterparts**. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **No Third-Party Beneficiaries**. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. **Agreement binding on parties successors and assigns**. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. **Captions for reference only**. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility: **Animal Care Clinic of Randall Pointe**	**Board of Education,** **Central Community Unit School District 301**
Signature: TArenson	**Signature:** _____
Printed Name: Tabitha Arenson	Printed Name: _____
Title: Practice Manager, CVT	Title: _____
Date: 11/2/2021	Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301_____

Signature: _____

Printed Name: _____

Title:_____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Animal Eye Consultants-Elgin,

Thank you for allowing our students to complete their required clinical time at your facility.

Prior to our students beginning their Clinical Site visits at your facility, we will need this Affiliation Agreement completed. Please contact us to schedule a time to pick up the original signed document, or mail it to the following address:

Central CUSD #301
C/O Izzy Castillo, District Office
P.O. Box 396
Burlington, IL 60109

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND
Animal Eye Consultants-Elgin
for Student Veterinary Assistant Clinical Experience

THIS AGREEMENT ("**Agreement**") is entered into this 1st Day, of July, 2021 by and between Animal Eye Consultants-Elgin ("**Facility**"), the Board of Education of Central Community Unit School District No. 301 ("**District**"), and Northern Kane Region 100 (collectively the "**Parties**").

WHEREAS, the District desires to utilize Animal Eye Consultants-Elgin facility at 2475 Westfield Dr. Elgin, IL 60124for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students**. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District's curriculum.

2. **Liability insurance**. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements**. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. **School notices to students.** The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

(a) Follow the administrative policies, standards, and practices of the Facility.

(b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.

(c) Provide his/her own transportation.

(d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.

(e) Conform to the standards and practices established by the District while functioning at the Facility.

(f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.

(g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accrediting or regulatory bodies.

(h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. **Provision of facilities for supervised experiences.** Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. **Facility rules applicable to students during clinical assignments.** Students are to remain subject to the authority, policies, and regulations imposed by the District and,

during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. **Emergency treatment of students**. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. **Designation of liaison to the District; communications relating to placements**. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. **School Tour of Facility**. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. **Provision of Relevant Facility policies**. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. **Facility Transportation and Use of Mobile Units**. The Facility must obtain advance written permission from the District for transportation of students by the Facility or it staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. **FERPA Compliance**. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency,

or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws**. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period**. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on July 1st, 2021 with the last clinical on August 31st, 2022.

3. **Determination of number of participating students**. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences**. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will

communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. **Removal of students.**

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2021. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability**. Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening**: Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement**. This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement**. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability**. If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. **Employment Status**. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. **Notice to Parties**. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Animal Eye Consultants-Elgin
2475 Westfield Dr.
Elgin, IL 60124

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. **Governing Law**. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. **Counterparts**. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **No Third-Party Beneficiaries**. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. **Agreement binding on parties successors and assigns**. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. **Captions for reference only**. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:
Animal Eye Consultants-Elgin

Signature: _____

Printed Name: Christine Covey

Title: Manager

Date: 12/1/21

Board of Education,
Central Community Unit School District 301

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Northern Kane Region 110
By Its Administrative District
District CUSD 301

Signature: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

Standard Affiliation Agreement

Dear Army Trail Animal Hospital LLC,

Thank you for allowing our students to complete their required clinical time at your facility.

Prior to our students beginning their Clinical Site visits at your facility, we will need this Affiliation Agreement completed. Please contact us to schedule a time to pick up the original signed document, or mail it to the following address:

Central CUSD #301
C/O Izzy Castillo, District Office
P.O. Box 396
Burlington, IL 60109

Thank you,
Izzy Castillo
Work Based Learning Specialist
Phone: 224-990-7093
isaul.castillo@central301.net

Amber Ballard, CVT
Program Coordinator
Phone: 224-990-7208
amber.ballard@central301.net

AFFILIATION AGREEMENT
BETWEEN
Northern Kane County Region 110
AND
Army Trail Animal Hospital LLC
for Student Veterinary Assistant Clinical Experience

THIS AGREEMENT ("**Agreement**") is entered into this 1st Day, of July, 2021 by and between **Army Trail Animal Hospital LLC** ("**Facility**"), the Board of Education of Central Community Unit School District No. 301 ("**District**"), and Northern Kane Region 100 (collectively the "**Parties**").

WHEREAS, the District desires to utilize **Army Trail Animal Hospital LLC** facility at 1095 W Army Trail Rd, Bartlett, IL 60103 for the purpose of providing veterinary assistant practical learning and clinical experiences (see Exhibit A for program-specific requirements) to the high school students of the District and the high school students of the other school districts in Northern Kane Region 110 (an intergovernmental agreement between Community Unit School District 300, Community Unit School District 301, Community Unit School District 303, and Unit School District U-46); and

WHEREAS, the Facility desires to provide such practical learning and clinical experiences to students, both as a community service and as ongoing education for its own staff.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. **Provision of foundational curriculum to students**. The District shall have the total responsibility for planning and determining the adequacy of the educational experience of students in theoretical background, basic skill, professional ethics, attitude and behavior, and will assign to the Facility only those students who have satisfactorily completed the prerequisite didactic portion of the District's curriculum.

2. **Liability insurance**. The Facility and each participating school district shall provide its own General Liability insurance, including but not limited to property loss and damage claims, claims for bodily injury or death, and other civil actions, claims or suits, including the defenses thereof, which may be made against the insured party. No provision of insurance or self-insurance by the District, Northern Kane County Region 110, or other participating school district shall modify, amend, or in any other way remove the immunities of public employees and local governmental entities granted in the *Local Governmental and Governmental Employees Tort Immunity Act*, 745 ILCS 10/1 et seq.

3. **Designation of liaison to Facility; communications relating to clinical placements**. The District and/or Northern Kane County Region 110 will designate a faculty or other professional staff member to coordinate and act as its liaison to the Facility. The

assignments to be undertaken by the students participating in the educational program will be mutually arranged and a regular exchange of information will be maintained by on-site visits when practical and by letter, email or telephone in other instances.

The District shall notify the Facility in writing of any change or proposed change of the person(s) responsible for coordinating clinical placements with the Facility.

4. **School notices to students.** The District shall notify each student prior to his or her arrival at the Facility that he/she is required to:

(a) Follow the administrative policies, standards, and practices of the Facility.

(b) Obtain medical care at his or her own expense for any injuries or illnesses sustained as a direct or indirect result of his/her affiliation with the Facility.

(c) Provide his/her own transportation.

(d) Report to the Facility on time and follow all established regulations during the regularly scheduled operating hours of the Facility.

(e) Conform to the standards and practices established by the District while functioning at the Facility.

(f) Obtain prior written approval of the Facility and the District before publishing any material relating to the clinical learning experience.

(g) Meet the personal, ethical, and professional standards required of employees of the Facility and that are consistent with the applicable professional Code of Ethics and the applicable standards of relevant accreditation or regulatory bodies.

(h) Notify his or her home school district of any medical conditions which may affect participation at the Facility.

B. FACILITY RESPONSIBILITIES:

1. **Provision of facilities for supervised experiences.** Subject to the provisions of Section C.2 of this Agreement, the Facility agrees to make the appropriate facilities available to the District in order for the District to provide supervised clinical experiences to students. Such facilities shall include a safe working environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to customary Facility procedures. Students shall be supervised by qualified Facility staff at all times.

2. **Facility rules applicable to students during clinical assignments.** Students are to remain subject to the authority, policies, and regulations imposed by the District and,

during periods of clinical assignment, students will be subject to all rules and regulations of the Facility and imposed by the Facility on its employees and agents with regard to following the administrative policies, standards, and practices of the Facility. The Facility must notify the District in advance of any specific requirements for the Facility, such as dress code, uniforms, or other workplace rules.

3. **Emergency treatment of students**. In case of emergency at a non-hospital site, standard procedure will be followed. The District may provide the Facility with specific protocols to be followed for emergency treatment of an individual student, if necessary. The Facility shall immediately notify the District liaison of any student injury or other emergency involving students. It is the student's responsibility to bear the cost of the emergency treatment.

4. **Designation of liaison to the District; communications relating to placements**. The Facility shall designate a liaison responsible for coordinating the placements. That person shall maintain contact with the District's designated liaison person to assure mutual participation in and surveillance of the program. The Facility shall notify the District in writing of any change or proposed change of the person(s) responsible for coordinating the placements.

5. **School Tour of Facility**. The Facility shall, on reasonable request, permit a tour of its clinical facilities and services available and other items pertaining to clinical learning experiences, by representatives of the District and agencies charged with responsibility for approval of the facilities or accreditation of the curriculum.

6. **Provision of Relevant Facility policies**. The Facility shall provide the student(s) and the District the Facility's administrative policies, standards, and practices with which the students must comply relevant to the placement.

7. **Facility Transportation and Use of Mobile Units**. The Facility must obtain advance written permission from the District for transportation of students by the Facility or it staff or for student participation in any mobile veterinary unit. Such permission must be signed by the Facility staff member, a District representative, the student, and the student's parent or guardian. At no time will one student be alone with any one Facility employee.

8. **FERPA Compliance**. The Facility shall comply with the applicable provisions of the *Family Educational Rights and Privacy Act of 1974*, 20 USC 1232 (g), otherwise known as FERPA or the Buckley Amendment, as well as the *Illinois School Student Records Act*, 105 ILCS 10/1 et seq., and shall take all measures necessary to ensure the confidentiality of any and all information in its possession regarding the District's students who train at the Facility pursuant to this agreement. The Facility shall have access to student record information (records which alone, or with other records, personally identify a student) only to the extent necessary for student participation in the program. The Facility will maintain such records as confidential records and shall not disclose them to third parties except pursuant to court order, in the case of an emergency,

or with consent of the District or student and parent/guardian. At the conclusion of a student's participation in the program, the Facility shall return all student records in its possession to the District or, at the District's request, directly to the student's home school district if other than the District.

C. OTHER RESPONSIBILITIES:

1. **Compliance with client/patient privacy laws**. The District agrees to abide by and require that its participating faculty and students abide by all applicable state and federal laws, rules and regulations regarding client/patient privacy, including but not limited to, laws relating to consumer financial information. Students shall be required to comply with the Facility's policies and procedures regarding the confidentiality of client/patient information and the use of all such information. The Facility will notify the District and students of the foregoing laws and policies applicable to the Facility program. The Parties shall notify one another if there are known breaches of this confidentiality.

The District will advise students that dissemination or public posting of any client/patient information through social media or other means will be prohibited.

2. **Determination of instructional period**. The course of instruction will cover a period of time as arranged between the District and the Facility. The starting clinical date will begin on July 1st, 2021 with the last clinical on August 31st, 2022.

3. **Determination of number of participating students**. The number of students eligible to participate in the clinical placement will be determined, and may be changed, by mutual agreement of the Parties. For certain clinical programs, IDPH regulations may limit the maximum number of students per sessions. Notwithstanding the foregoing, the Facility and the District agree and understand that the availability of clinical placements at the Facility during the term of this Agreement may periodically be affected by a variety of factors. In such event, the Facility may reduce the number of students eligible to participate in the clinical education program with prior notice to the District and adequate time for the District to reassign the student(s) to another clinical site. The Facility agrees further to accommodate students of the District who are similarly displaced from other clinical affiliates of the District to the extent that clinical space is available at the Facility.

4. **Evaluation of students' experiences**. Evaluation of the clinical learning experiences of the students will be accomplished jointly by the appropriate school district staff. The Parties agree that a clinical supervisor must be present throughout the entire time the students are present. Each student must be paired with a Facility staff member and supervised at all times. These Facility staff members will complete evaluations of the student she or he supervises, including but not limited to, evaluating the student's professionalism and personal attributes related to performance of outline skills. Specifically, the supervising Certified Veterinary Technician or Licensed Veterinarian must sign off on all performed skills listed on the Evaluation Form attached to this Agreement as Exhibit A. The Facility staff and the District's externship coordinator will

communicate on a regular basis for the purpose of reviewing and evaluating current clinical experiences offered to students.

5. **Removal of students.**

(a) The District has the right to remove a student from a clinical education program. The District shall notify the Facility of such removal in writing.

(b) The Facility may immediately remove any student participating in a clinical education program from the Facility's premises for behavior that the Facility deems to be an immediate threat to the health or welfare of its clients/patients, staff members, visitors, or operations. In such an event, the Facility shall notify the relevant District staff member in writing of its actions and the reasons for its actions as soon as practicable. If the Facility desires to remove a student for any other reason, it shall notify the relevant District staff member in writing of the reasons for the removal and shall consult with that individual before removing the student.

D. TERM OF AGREEMENT:

The term of this Agreement shall be for one (1) year, to commence on 1st Day of July, 2021. Either party may terminate this Agreement at any time, with or without cause, upon ninety (90) days prior written notice to the other party. In the event that this Agreement is not renewed for a subsequent term, students who are participating in the clinical learning experiences at the time of termination shall be allowed to complete such assignment under the terms and conditions herein set forth.

E. ADDITIONAL TERMS:

1. **Stipulations as to liability**. Subject to applicable state law, neither party to this Agreement shall be legally liable for the consequences, whether bodily injury or property damage, occasioned by an act, omission, or neglect chargeable to the other party. Where Worker's Compensation or other obligation for payment of benefits may arise, this Agreement shall neither enlarge nor diminish such obligation.

2. **Criminal Background Screening**: Facility staff who come to the District schools to work with students will need to comply with the District's onsite security protocols, including sex offender and criminal background screening.

3. **Assignment of Agreement**. This Agreement may not be assigned without the prior written consent of the other party, which will not be unreasonably withheld.

4. **Entire Agreement**. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement shall be valid unless the same are in writing and signed by the parties. No waiver of any provisions of this Agreement shall be valid unless in writing and signed by the parties.

5. **Severability**. If any provision of this Agreement or the application thereof to any person or situation shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provision to persons or situations other than those to which it shall have been held invalid or unenforceable, shall not be affected thereby, but shall continue valid and enforceable to the fullest extent permitted by law.

6. **Employment Status**. No assigned student or District faculty member under this Agreement shall in any way be considered an employee or agent of the Facility nor shall any such student or faculty member be entitled to any compensation, fringe benefits, Worker's Compensation, disability benefits, or other rights normally afforded to employees of the Facility. The students shall not at any time replace or substitute for any employee at the Facility or perform any of the duties normally performed by an employee of the Facility, except as such duties are part of the students' training or learning experience.

7. **Notice to Parties**. Any notice, demand, or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly given under the earlier of (a) the date actually received by the party in question, by whatever means and however addressed, or (b) the date sent by facsimile (receipt confirmed), or on the date of personal delivery, if delivered by hand, or on the date signed for if sent by an overnight delivery service, to the following addresses, or to such other address as either party may request, in the case of the District, by notifying the Facility, and in the case of the Facility, by notifying the District, or to such other addresses as the parties may specify in writing from time to time:

If to the Facility:

Army Trail Animal Hospital LLC
1095 W Army Trail Rd
Bartlett, IL 60103

If to the District:

275 South Street
Burlington IL, 60109
Program in Career and Technical Education
Attention: Career and Technical Education Department
Facsimile: (847)464-6021

8. **Governing Law**. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.

9. **Counterparts**. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

10. **No Third-Party Beneficiaries**. This Agreement shall inure exclusively to the benefit of and be binding upon the parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.

11. **Agreement binding on parties successors and assigns**. This Agreement shall be binding upon the District and the Facility, their successors, employees, agents and assigns, during the initial term of this Agreement and any extensions thereof.

12. **Captions for reference only**. The captions contained in this Agreement are for convenience of reference only and do not define, describe, or limit the scope or intent of this Agreement or any of its provisions.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

For and on behalf of:

Veterinary Facility:	**Board of Education,**
Army Trail Animal Hospital LLC	**Central Community Unit School District 301**
Signature: _____	**Signature**: _____
Printed Name: Jennifer Andle	Printed Name: _____
Title: DVM Owner	Title: _____
Date: 12/1/21	Date: _____

Northern Kane Region 110
By Its Administrative District
District __CUSD 301_____

Signature: _____

Printed Name: _____

Title:_____

Date: _____

EXHIBIT A
STUDENT EVALUATION FORM

[TO BE ATTACHED]

10 – YEAR
SAFETY SURVEY REPORT
2021

ADMINISTRATION BUILDING CENTRAL SD 301
275 SOUTH STREET
Burlington, Illinois 60109

I. GENERAL

ENROLLMENT	N/A, administration only
CONSTRUCTION	Original Building 1936 (10,556 sf) – Types II (non-combustible) ADDITIONS: 1954 Addition (2,300 sf) 1961 Addition (2,176 sf) TOTAL = (15,032 sf)
BUILDING TYPE	Original Building (single story non – combustible)
LOCAL FIRE ALARM SYSTEM	Notifier AFP 400 system 5000.
NEAREST FIRE STATION	Served by the Burlington Fire Department located at 154 South Street, Burlington, IL – approx. 0.1 miles away.
WATER SYSTEM	A 4” domestic water service enters the building within Mechanical Room 107A. The water service is fed from the buildings potable water well located on the property.

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.	
HEIGHT	Two stories	
FLOOR AREA	1936 Original Building	10,556 sf.
	1954 Addition	2,300 sf.
	1961 Addition	2,176 sf.
	Total Building Area	15,032 sf.
EXTERIOR WALL CONSTRUCTION	Masonry construction.	
FLOOR CONSTRUCTION	Floors are concrete slab on grade.	
ROOF CONSTRUCTION	Membrane roof system.	
INTERIOR WALL CONSTRUCTION	Brick, concrete block, and gypsum board assemblies.	
INTERIOR FINISH	Painted brick, gypsum board and concrete block.	

10 – YEAR
SAFETY SURVEY REPORT
2021

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
WINDOWS	N/A
FIRE ESCAPES	N/A
EXIT SIGNS	Exit signs are battery pack type located throughout the building to illuminate and identify exits and paths of travel. Some units require new lamps. Emergency exiting is not to code.
EMERGENCY LIGHTING	Emergency lighting fixtures are battery pack type located throughout the building illuminating assembly occupancies, exits, and paths of travel. Emergency lighting is lacking in some areas.

IV. SPECIAL OCCUPANCY

GYMNASIUM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
BOILER ROOM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.
MECHANICAL EQUIPMENT & STORAGE ROOMS	Separated from the rest of the school with concrete block and rated hollow metal door and frame assembly.

V. UTILITIES

HEATING PLANT	One gas fired steam boiler provides the majority of the building.
HEATING DISTRIBUTION	The method of heat distribution for the building is through hot water supply and return piping. An inline hot water pump (one primary and one standby) circulates hot water to classroom unit ventilators, air handling units, convectors, finned tube radiation, suspended unit heaters, radiant ceiling panels and cabinet unit heaters.

10 – YEAR
SAFETY SURVEY REPORT
2021

VENTILATION	Ventilation to the classrooms is provided by unit ventilators. Ventilation to the main office is provided by an air handling unit with (VAV) boxes and hot water reheat coils.
AIR CONDITIONING	Cooling in the main office area, is generated by an air handling unit with (VAV) boxes and hot water retreat coils.
GAS SERVICE	Natural gas enters on the north side of the building. The low pressure service (7" W.C.) is equipped with a gas meter, pressure regulator, and shut-off valve.
ELECTRICAL SYSTEMS	**Wiring:** During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection. **Electrical Service**: The buildings electrical system consists of 225 amps 120/240V, 1-phase metered and in need of upgrading. Panels, switches, and circuit breakers are old and in need of upgrading. **Rescue Assistance System:** There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.

	PLUMBING SYSTEMS	The 4” domestic water service enters the building within Mechanical Room 107A. The water service is fed from a well located on the property. There are hydro-pneumatic storage tanks (approx. 5,400 gallons) to provide system pressure. The domestic water is routed through a water softener prior to distribution to building with a 4” water line.
VI.	**PRIVATE PROTECTION**	
	FIRE ALARM SYSTEM	Notifier AFP 400 system 5000, with direct line to fire department.
	AUTOMATIC SPRINKLERS	None.
	AUTOMATIC HEAT DETECTION	Automatic heat and smoke detectors throughout the building with direct connection to Fire Department.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	Sonitrol
VIII.	**ENERGY CONSERVATION**	During the heating and cooling season, the temperature in portions of the building can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary

Sub-total - a. Urgent	without contingency	$15,650.00
Sub-total - b. Required	without contingency	$312,500.00
Sub-total - c. Recommended	without contingency	$30,581.50
Sub-total		**$358,731.50**
Contingency		$35,873
A/E Fees		$39,460
TOTAL - PRELIMINARY		**$434,065**

Urgent Items for the administration building was primarilly comprised of ada updates and some wire glass removal.

LDG - Project #30161 Administration Building

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	100 Conference	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A2	101 Waiting Room	b. Required	2009 PM305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$1,000.00	$1,000.00
A3	104 Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A4	104 Office	b. Required	2009 PM305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$1,000.00	$1,000.00
A5	104C Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A6	104C Office	b. Required	2009 PM305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$1,000.00	$1,000.00
A7	105 Office	c. Recommended	2009 PM 305.3 Interior Surfaces	Hole in ceiling tile	Investigate and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A8	105 Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A9	105A Toilet	a. Urgent	ADA 2010/IAC 2018	Not ADA, room used as storage	Remove plumbing debree and cap lines	2023	F				$0.00
A10	105A Toilet	c. Recommended	2009 PM 305.3 Interior Surfaces	Holes and peeling/ cracking paint on GWB	Seal holes and cracks and paint to match	2031	O	8	lf	$10.00	$80.00
A11	106 Men's Bathroom	a. Urgent	ADA 2010/IAC 2018	Not ADA, building grandfathered in	If further renovations occur, building must be brought up to ADA code requirements	2023	F				$0.00
A12	107B Women's Bathroom	a. Urgent	ADA 2010/IAC 2018	Not ADA, building grandfathered in	If further renovations occur, building must be brought up to ADA code requirements	2023	F				$0.00
A13	107B Women's Bathroom	b. Required	2009 PM305.3 Interior Surfaces	Missing tiles at window	Replace tiles	2026	O	6	sf	$75.00	$450.00
A14	108 Corridor	c. Recommended	2009 PM 305.3 Interior Surfaces	Baseboard at east stairs coming off wall	Secure baseboard	2031	O	3	lf	$50.00	$150.00
A15	108 Corridor	b. Required	2009 PM305.3 Interior Surfaces	Loose outlet	Replace outlet	2026	O	1	ea	$50.00	$50.00
A16	108 Corridor	b. Required	2009 PM305.3 Interior Surfaces	Cracks in wall to left and right of door 2	Seal cracks and paint to match	2026	O	10	lf	$10.00	$100.00
A17	Door 2	a. Urgent	430 ILCS 60	Wire glass in door	Replace door and hardware	2023	F		ea	$5,000.00	$0.00
A18	109 Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A19	109 Office	b. Required	2009 PM305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$1,000.00	$1,000.00
A20	109A Conference	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A21	109B Break Room	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A22	109B Break Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Hole in ceiling	Investigate and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A23	109B Break Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Sill damage/ missing joint	Replace damaged sill	2031	O	1	ea	$400.00	$400.00
A24	109B1 Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A25	109C Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A26	109D Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A27	109E Office	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A28	109E Office	b. Required	2009 PM305.3 Interior Surfaces	Hole in ceiling tile	Investigate and replace ceiling tile	2026	O	1	ea	$100.00	$100.00
A29	104 Board Room	c. Recommended	2009 PM 305.6 Interior Doors	Door to corridor C3 sticks open/ stuck on carpet in corridor	Remove and shve door to reinstall	2031	O	1	ea	$200.00	$200.00
A30	111 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace glass in door	2023	F	1	ea	$1,000.00	$1,000.00
A31	111 Classroom	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A32	111 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Corner crack in NE corner near windows	Seal cracks and paint to match	2031	O	7	lf	$10.00	$70.00
A33	111 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Ceiling tile falling	Investigate and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A34	111C Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace glass in door	2023	F	1	ea	$1,000.00	$1,000.00
A35	111C Classroom	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A36	112 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace glass in door	2023	F	1	ea	$1,000.00	$1,000.00
A37	112 Classroom	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00

LDG - Project #30161 Administration Building

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A38	113 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace glass in door	2023	F	1	ea	$1,000.00	$1,000.00
A39	113 Classroom	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A40	116 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace glass in door	2023	F	1	ea	$1,000.00	$1,000.00
A41	116 Classroom	b. Required	2010 ADA / 2018 IAC	Knob handles not ADA	Remove and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A42	001 Corridor/ Stairs	a. Urgent	2009 PM305.3 Interior Surfaces	Concrete stairs deteriorating	Repair stair tread	2023	F	3	ea	$1,000.00	$3,000.00
A43	002 Storage	a. Urgent	IECC 2009	No storage within 6' of EP	remove stored items	2023	F	1	ea	$0.00	$0.00
A44	003 Mechanical	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in concrete floor	Seal concrete cracks	2031	O	6	lf	$150.00	$900.00
A45	003A Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in walls	Seal cracks and paint to match	2031	O	10	lf	$10.00	$100.00
A46	003B Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in concrete floor	Seal concrete cracks	2031	O	4	lf	$150.00	$600.00
A47	Exterior - Office 104 Windows	c. Recommended	PM 96 304exterior	Window sill sealant deteriorating	replace sealant	2031	O	200	lf	$10.00	$2,000.00
A48	Exterior - Office 105 Window	c. Recommended	PM 96 304exterior	Head joint deteriorating	Reseal joints	2031	O	5	lf	$10.00	$50.00
A49	Exterior - South Wall of rooms 109	c. Recommended	PM 96 304exterior	Window seals deteriorating	replace sealant	2031	O	200	lf	$10.00	$2,000.00
A50	Exterior - SW corner of room 109E	c. Recommended	PM 96 304exterior	Spalling brick	replace brick	2031	O	10	sf	$75.00	$750.00
A51	Exterior - Window of 109D	c. Recommended	PM 96 304exterior	Crack above window	Investigate and repair crack	2031	O	1	ea	$50.00	$50.00
A52	Exterior - Left of door 2	c. Recommended	PM 96 304exterior	Concrete at doors	Seal concrete cracks	2031	O	15	sf	$150.00	$2,250.00
A53	Exterior - Door 1	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Replace door frame	2031	O	1	ea	$500.00	$500.00
A54	Exterior - Throughout	c. Recommended	PM 96 304exterior	Brick joints breaking and missing pieces, typical around building	Reseal joints	2031	O	35	sf	$10.00	$350.00
A55	Exterior - Below North window of Classroom 111C	c. Recommended	PM 96 304exterior	Patched crack in concrete cracking	Seal concrete cracks	2031	O	10	sf	$150.00	$1,500.00
A56	Exterior - North window of Classroom 111C	c. Recommended	PM 96 304exterior	Window header plate rusting, typical throughout building	Scrape and repaint	2031	O	240	lf	$6.50	$1,560.00
A57	Exterior - Outside Classroom 112	c. Recommended	PM 96 304exterior	Cracks in walls	Seal cracks and paint to match	2031	O	6	lf	$10.00	$60.00
A58	Exterior - Outside Classroom 112	a. Urgent	PM 96 304exterior	Nail sticking out of concrete	Cut and remove exposed nail and seal concrete hole	2023	F	1		$50.00	$50.00
A59	Exterior - Outside Classroom 112	c. Recommended	PM 96 304exterior	Cement curb breaking	Seal concrete cracks	2031	O	5	lf	$150.00	$750.00
A60	Exterior - Outside North wall of Classroom 112	c. Recommended	PM 96 304exterior	Vent rusted/ broken	Replace vent	2031	O	1	ea	$175.00	$175.00
A61	Exterior - At doors 6 & 7	a. Urgent	PM 96 304exterior	Concrete steps deteriorating	Repair concrete steps	2023	F	50	sf	$150.00	$7,500.00
A62	Exterior - At doors 6 & 7	c. Recommended	PM 96 304exterior	Rusted hand rails	Scrape and repaint	2031	O	35	lf	$6.50	$227.50
A63	Exterior - Door 7	c. Recommended	PM 96 304exterior	Door frame rust	Replace door frame	2031	O	1	ea	$1,000.00	$1,000.00
A64	Exterior - Door 6	c. Recommended	PM 96 304exterior	Door frame rust	Replace door frame	2031	O	1	ea	$1,000.00	$1,000.00
A65	Exterior - Outside north wall of classroom 113	c. Recommended	PM 96 304exterior	Vent broken	Replace vent	2031	O	1	ea	$175.00	$175.00
A66	Exterior - Outside north wall of classroom 113	c. Recommended	PM 96 304exterior	Crack in wall concrete	Seal concrete cracks	2031	O	6	lf	$150.00	$900.00
A67	Exterior - Outside west wall of classroom 113	c. Recommended	PM 96 304exterior	Downspout strap broken/ hanging off wall	Replace downspout strap and secure to wall	2031	O	1	ea	$50.00	$50.00
A68	Exterior - Door 5	c. Recommended	PM 96 304exterior	Door and frame rust	Replace door and frame	2031	O	1	ea	$1,000.00	$1,000.00
A69	Exterior - Door 4	c. Recommended	PM 96 304exterior	Steps deteriorating	Repair concrete steps	2031	O	46	sf	$150.00	$6,900.00
A70	Exterior - Door 4	c. Recommended	PM 96 304exterior	Overhang deteriorating/ roof falling	Remove	2031	O	1	ea	$2,500.00	$2,500.00
A71	Exterior - Concrete patio outside Storage 101A	c. Recommended	PM 96 304exterior	Concrete patio deteriorating	Seal concrete cracks	2031	O	12	sf	$150.00	$1,800.00
A72	Exterior - Concrete patio outside Storage 101A	c. Recommended	PM 96 304exterior	Rusting and broken hand rails	Scrape and repaint	2031	O	36	lf	$6.50	$234.00

LDG - Project #30161 Administration Building

December 15, 2021

Surveyed - Month, Year

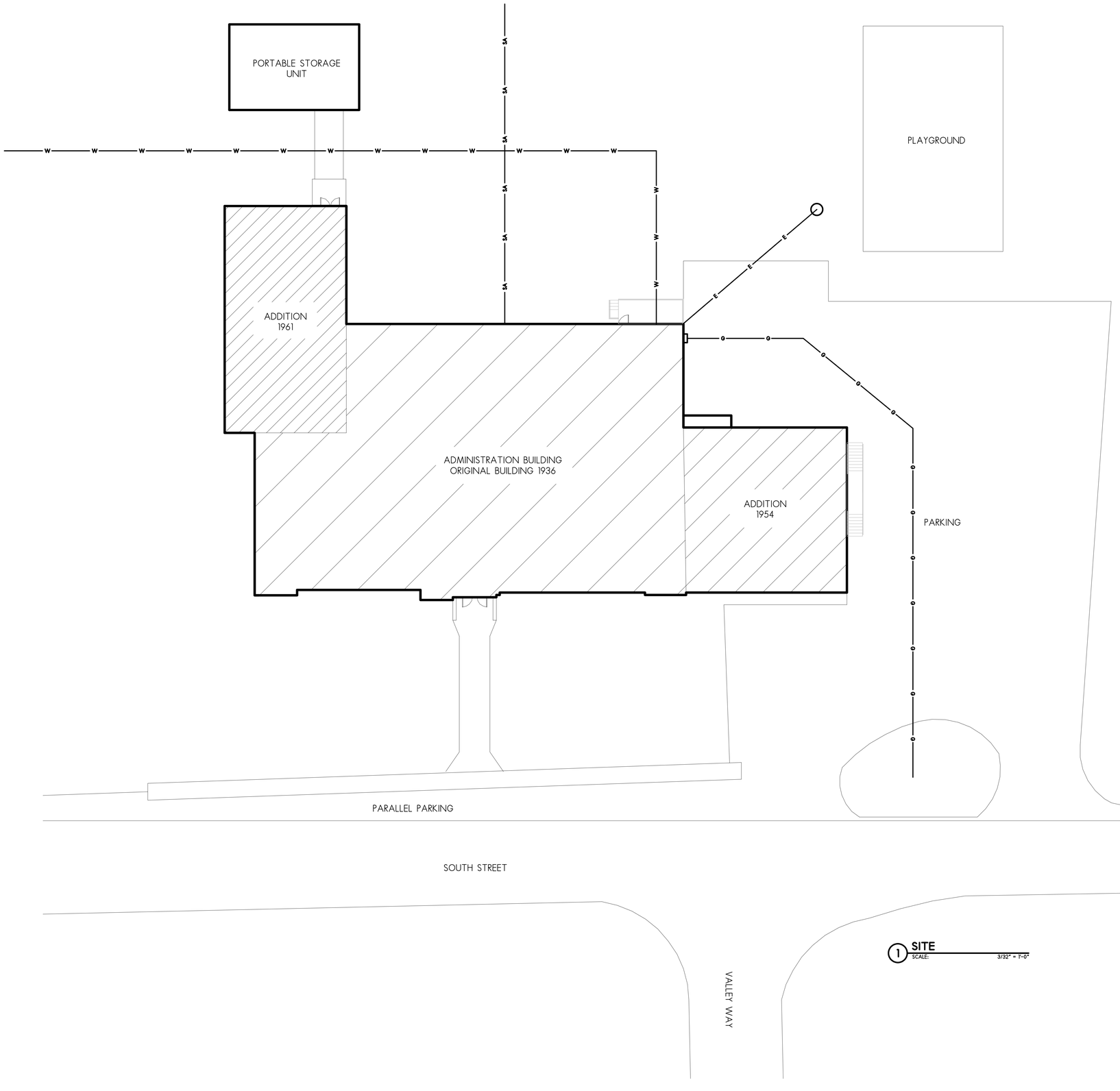
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A73	Exterior - Outside Board Room	c. Recommended	PM 96 304exterior	Metal pins falling out of wall		2031	O		ea		$0.00
A74	Exterior - Outside Board Room	b. Required	PM 96 304exterior	Downspout not far enough from building, erosion at building	Install leader and splash block	2026	O	1	ea	$250.00	$250.00
A75	Exterior - Outside Office D	b. Required	PM 96 304exterior	Downspout not aligned with ground drain creating ground erosion at building	Install leader and splash block	2026	O	1	ea	$250.00	$250.00
A76	Exterior - Outside door 2	b. Required	PM 96 304exterior	Downspout ground pipe broken off creating erosion at building	Install leader and splash block	2026	O	1	ea	$250.00	$250.00
A77	Exterior - Above Corridor 108 and 109 Offices	b. Required	PM 96 304exterior	Pooling on roof	Remove and replace roof	2026	O	2450	sf	$35.00	$85,750.00
A78	Exterior - Door 8 (on roof)	b. Required	PM 96 304exterior	Eave pulling from roof above door	Rebolt and recaulk	2026	O	1	ea	$400.00	$400.00
ELEC.											
1	Corridor C2	c. Recommended	NEC	light fixture lens not attached and falling off of fixture	replace les if broken or reattach	2031	O	1			$0.00
MECH											
M-1	105A	Required	185.46	No exhaust	Provide exhaust fan	2026	O	1	ea	$14,700.00	$14,700.00
M-2	111	Required	185.46	No exhaust	Provide exhaust fan	2026	O	1	ea	$14,700.00	$14,700.00
M-3	Boiler Room	Urgent	185.495	No boiler inspection posted	schedule boiler inspection	2023	F	1	ea	$100.00	$100.00
M-4	Boiler Room	Required	185.495	Emergency shut off located too high	lower shut off	2026	F	1	ea	$2,000.00	$2,000.00
PLUMB.											
P-1	107B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	2	ea	$200.00	$400.00
P-2	107A	b. Required	IPC 890.1200	Dead ends in unused showers.	Eliminate dead-ends.	2026	O	2	ea	$500.00	$1,000.00
P-3	106	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$100.00
P-4	106	b. Required	IPC 890.1370	No floor drain in bathroom.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-5	106	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-6	105A	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-7	105A	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$100.00
P-8	111C	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-9	111C	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$100.00
P-10	111C	b. Required	IPC 890.1370	No floor drain in bathroom.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-11	111F	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valve on lavatory.	2026	O	2	ea	$200.00	$400.00
P-12	112A	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$100.00
P-13	112A	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-14	112A	b. Required	IPC 890.1370	No floor drain in bathroom.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-15	111J	b. Required	IPC 890.1130	No vacuum breaker on sink faucet.	Provide faucet with built-in vacuum breaker.	2026	O	1	ea	$300.00	$300.00
P-16	101B	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$100.00
P-17	101B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00

LDG - Project #30161 Administration Building

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
P-18	101B	b. Required	IPC 890.1370	No floor drain in bathroom.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-19	Basement	b. Required	IPC 890.1130	No expansion tank on water heater.	Provide expansion tank.	2026	O	1	ea	$400.00	$400.00
P-20	Basement	b. Required	IPC 890.1130	No vacuum breaker on sink faucet.	Provide faucet with built-in vacuum breaker.	2026	O	1	ea	$300.00	$300.00
P-21	Exterior	b. Required	185.485	Gas meter shutoff valve should be painted red and provided with sign.	Paint shutoff red. Provide sign.	2026	O	1	ea	$100.00	$100.00
P-22	Exterior	b. Required	IPC 890.1130	Hose valves require vacuum breaker.	Provide hose valve with built-in vacuum breaker.	2026	O	1	ea	$100.00	$100.00
					Sub-total - a. Urgent	without contingency					$15,650.00
					Sub-total - b. Required	without contingency					$312,500.00
					Sub-total - c. Recommended	without contingency					$30,581.50
					Sub-total						**$358,731.50**
					Contingency					10%	$35,873
					A/E Fees					10%	$39,460
					TOTAL - PRELIMINARY						**$434,065**



1 SITE
SCALE: 3/32" = 1'-0"

SITE PLAN
SCALE: 3/32" = 1'-0"

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0789 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21
LARSON & DARBY GROUP
architects · engineers · interiors

ADMINISTRATION BUILDING - CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
275 South Street
Burlington, IL 60109

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ISSUED FOR: DATE
DRAWN APPROVED

DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.0

DATE: 10-20-2021
PROJECT NUMBER 30161
SHEET NUMBER A1.1

ISSUED FOR: DATE
DRAWN APPROVED

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ADMINISTRATION BUILDING – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
275 South Street
Burlington, IL 60109

PROGRESS PRINT
Not For Construction
Date: 10-20-2021

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Architects Engineers Interiors
Rockford Office – 4949 Harrison Ave, Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0739 Fax (815) 229-9867

MECHANICAL NOTES:
NO BOILER INSPECTION POSTED.

EMERGENCY BOILER SHUTOFF LOCATED TOO HIGH.

FLOOR PLAN
SCALE: 3/32" = 1'-0"

1 BASEMENT SCALE: 3/32" = 1'-0"

1 FIRST FLOOR SCALE: 3/32" = 1'-0"

1 SECOND FLOOR SCALE: 3/32" = 1'-0"

Larson & Darby Group
Architecture Engineering Interiors

Report Summary

Sub-total - a. Urgent	without contingency	$15,650.00
Sub-total - b. Required	without contingency	$312,500.00
Sub-total - c. Recommended	without contingency	$30,581.50
Sub-total		**$358,731.50**
Contingency		$35,873
A/E Fees		$39,460
TOTAL - PRELIMINARY		**$434,065**

Urgent Items for the administration building was primarilly comprised of ada updates and some wire glass removal.

10 – YEAR
SAFETY SURVEY REPORT
2021

CENTRAL HIGH SCHOOL CENTRAL SD 301
44 W 625 Plato Road
Hampshire, Illinois 60140

I. GENERAL

ENROLLMENT	Grades 9 through 12 – 1331 Students
CONSTRUCTION	Original Building 1991 (119,626 sf.) – Types II (non-combustible) First Floor: 69,495 sf Second Floor: 50,131 sf ADDITIONS: Auditorium and Classroom Addition 2000 First Floor: 14,325 sf Second Floor: 7,126 sf Classroom Addition & Remodel 2006 First Floor: 21,267 sf Second Floor: 13,516 sf Field House and Classroom Addition2016 First Floor: 93,963 sf Second Floor: 28,033 sf Vet Tech Addition 2019 First Floor: 2,214 sf Subtotal: First Floor: 205,392 sf Second Floor: 101,783 sf TOTAL = (291,177 sf)
BUILDING TYPE	Original Building and Additions (?)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
LOCAL FIRE ALARM SYSTEM	Siemens MXL addressable fire alarm control panel.
NEAREST FIRE STATION	Served by the Elburn Fire Department located at 210 E. North Street, Elburn, IL – approx.. 4.5 miles away.
WATER SYSTEM	The building is on well water. The water main enters the building in Storage Room 188. It goes to Boiler room 189 and is stored in 2 hydro-pneumatic storage tanks.
SANITARY SYSTEM	The building is served by multiple 6” sanitary lines exiting the building from various locations. There is a 6” grease manhole on sight located outside of the kitchen.

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.

HEIGHT	Two stories with third story mechanical rooms and basement level mechanical rooms and pipe tunnel.	
FLOOR AREA	1991 Original Building	119,626 sf.
	2000 Addition	20,341 sf.
	2006 Addition	27,000 sf.
	2016 Addition	121,996 sf.
	2019 Addition	2,214sf.
	Total Building Area	291,177 sf.
EXTERIOR WALL CONSTRUCTION	Masonry construction and precast concrete panel.	
FLOOR CONSTRUCTION	Floors are concrete slab on grade, concrete slab on metal deck, and precast concrete planes.	
ROOF CONSTRUCTION	Combination of: 1) Mod. Bit Bur – gravel surface 2) Single ply membrane – ballasted and fully adhered	
INTERIOR WALL CONSTRUCTION	Walls consist of brick, concrete block, and gypsum board assemblies.	
INTERIOR FINISH	Walls are painted brick, gypsum board or concrete block.	

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
WINDOWS	N/A
FIRE ESCAPES	None.
EXIT SIGNS	Exit signs are located throughout the building to illuminate and identify exits and paths of travel. Some units require new lamps. Exit signs are on emergency power.
EMERGENCY LIGHTING	Emergency lighting fixtures served by the emergency stand-by generator located throughout the building illuminating assembly occupancies, exits, and paths of travel. Some emergency battery packs are used also.

10 – YEAR
SAFETY SURVEY REPORT
2021

IV. SPECIAL OCCUPANCY

GYMNASIUM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
BOILER ROOM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.
MECHANICAL EQUIPMENT & STORAGE ROOMS	Separated from the rest of the school with concrete block and rated hollow metal door and frame assembly.

V. UTILITIES

HEATING PLANT	The building has two boiler rooms. One boiler room is located in Boiler Room 189. It has two Kewanee hot water boilers each with a heating capacity of 2343 MBH. The second boiler room is located in Mechanical Room 122. It as two boilers, each with an input capacity of 2400 MBH each.
HEAT DISTRIBUTION	The method of heat distribution for the building is through hot water supply and return piping. A base mounted hot water pump circulates hot water to air handling units, convectors, finned tube radiation, suspended unit heaters, and cabinet unit heaters.
VENTILATION	Ventilation to the school is provided by air handling units. Ductwork is distributed throughout the building which distributes ventilation air to rooms.
AIR CONDITIONING	Cooling to facility is generated by fired boiler with a 600 gallon vertical storage tank.
GAS SERVICE	Natural gas enters on the north side of the building in Boiler Room 189. The low pressure service (2 psi) is equipped with a gas meter, pressure regulator and shut-off valve.
WATER HEATER	One (1) 670,000 BTUH, gas fired boiler with a 600 gallon vertical storage tank.

ELECTRICAL SYSTEMS

Wiring: During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection.

Electrical Service: The buildings electrical system is a 3000 amps 277/480V, 3 phase metered and located in the Field House addition.

Panels, switches, and circuit breakers are in good condition. Classroom fixtures provide adequate illumination levels.

There is a 150KW natural gas fired emergency generator connected to multiple emergency power panels. The generator appears visually to be in good condition.

Rescue Assistance System: There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.

PLUMBING SYSTEMS

The domestic water enters the building withing Storage Room 188. This water main is fed from the schools potable water well located on the property. Two (2) hydro-pneumatic storage tanks (approx. 4,680 gallons each) to hold potable water and provide system pressure

		when well pump is not running. A 4" domestic water main serves the entire school.
	FIRE PROTECTION SYSTEMS	The fire protection consists of vertical water storage tank (approx. 8,000 gallons) and a fire pump. The storage tank is filled from the potable water system. The fire pump is an in-line pump. This equipment serves the sprinkler system for the 2000 addition.
VI.	**PRIVATE PROTECTION**	
	FIRE ALARM SYSTEM	Siemens MXL addressable fire alarm control panel with direct line to fire department. There are numerous missing devices.
	AUTOMATIC SPRINKLERS	Throughout building.
	AUTOMATIC HEAT DETECTION	There are automatic heat and smoke detectors within the building. Audio/ visual signaling is provided throughout the building with direct connection to fire department.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	A security system is provided for burglary protection.
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - CHS

Sub-total - a. Urgent	without contingency	$123,280.00
Sub-total - b. Required	without contingency	$29,315.00
Sub-total - c. Recommended	without contingency	$73,290.00
Sub-total		**$225,885.00**
Contingency		$22,589
A/E Fees		$24,847
TOTAL - PRELIMINARY		**$273,321**

Urgent Items for the Central High School Facility was primarily comprised of ada updates, some wire glass removal and mechanical improvements.

LDG - Project #30161 Central High School											December 15, 2021
											Surveyed - Month, Year
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	309 Corridor	b. Required	2003 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	5	ea	$300.00	$1,500.00
A2	308 Vestibule	c. Recommended	2003 PM 305.3 Interior Surfaces	Crack in North-West corner	Investigate cause and repair and replace/ repair ceiling	2031	O	1	ea	$300.00	$300.00
A3	308 Vestibule	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	2	ea	$300.00	$600.00
A4	Stair A	a. Urgent	430 ILCS 60	Wire glass in door	Remove wire glass and replace with tempered glass	2023	F	2	ea	$500.00	$1,000.00
A5	109 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	3	ea	$300.00	$900.00
A6	Door 4	c. Recommended	2003 PM 304.14 exterior doors	Door latch doesn't allow door to swing closed	replace door hardware	2031	O	1	ea	$1,000.00	$1,000.00
A7	Door 5	c. Recommended	2003 PM 304.14 exterior doors	Weather stripping deteriorating	Replace weatherstripping, investigate door and replace hardware as needed	2031	O	1	ea	$200.00	$200.00
A8	110 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Crack in North-West corner	Investigate cause and repair and replace/ repair ceiling	2031	O	2	ea	$500.00	$1,000.00
A9	300 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A10	302 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A11	109 Women's	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	2	ea	$500.00	$1,000.00
A12	112 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A13	113 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A14	115 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A15	116 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A16	119 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A17	120 Classroom	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A18	Stair S10	c. Recommended	2003 PM 305.3 Interior Surfaces	Metal handrails have separated at joints	Replace handrails	2031	O	50	lf	$300.00	$15,000.00
A19	114F Vestibule	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	2	ea	$500.00	$1,000.00
A20	114 Library	c. Recommended	2003 PM 305.3 Interior Surfaces	Damaged windows and screens	Replace window and screens	2031	O	1	ea	$250.00	$250.00
A21	114 D	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$300.00	$300.00
A22	314 Corridor	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A23	118 Office	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A24	121 Work Room	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A25	Stair C	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	2	ea	$500.00	$1,000.00
A26	150 Cafeteria	a. Urgent	430 ILCS 60	Wire glass in multiple doors	Replace lite in door	2023	F	4	ea	$500.00	$2,000.00
A27	315 Receiving	a. Urgent	430 ILCS 60	Wire glass in doors	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A28	163E Kitchen	b. Required	2003 PM 305.6 Interior doors	Swollen door	Replace door	2026	O	1	ea	$300.00	$300.00
A29	163E Kitchen	b. Required	2003 PM 305.6 Interior doors	Hard to close door leading to 317 Vestibule	Replace door	2026	O	1	ea	$300.00	$300.00
A30	318 Corridor	a. Urgent	430 ILCS 60	Wire glass in doors	Replace lite in door	2023	F	4	ea	$500.00	$2,000.00
A31	317 Vestibule	a. Urgent	430 ILCS 60	Wire glass in doors	Replace lite in door	2023	F	4	ea	$500.00	$2,000.00
A32	122 Mechanical	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in concrete floor	Seal concrete cracks	2031	O	8	lf	$150.00	$1,200.00
A33	122 Mechanical	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A34	Stair	a. Urgent	430 ILCS 60	Wire glass in door	Replace lite in door	2023	F	1	ea	$500.00	$500.00
A35	194 Gym	a. Urgent	430 ILCS 60	Wire glass in all doors	Replace lite in door	2023	F	8	ea	$500.00	$4,000.00
A36	164 Storage	c. Recommended	ADA 2010/IAC 2018	Storage/ bathroom space? Bathroom not ADA	toilet room does not contribute to required fixtures. Recommend adding ado considerations	2023	O	1	ea	$3,000.00	$3,000.00
A37	195 Women's Locker room	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	3	ea	$500.00	$1,500.00

LDG - Project #30161 Central High School											December 15, 2021
											Surveyed - Month, Year
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A38	319 Corridor	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	6	ea	$300.00	$1,800.00
A39	161 Weight Room	c. Recommended	2003 PM 305.3 Interior Surfaces	Broken/ damaged ceiling tiles	Replace ceiling tiles	2031	O	3	ea	$200.00	$600.00
A40	35 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A41	34 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A42	Door 23	c. Recommended	2003 PM 304.14 exterior doors	Weather stripping deteriorating	Replace weatherstripping, investigate door and replace hardware as needed	2031	O	1	ea	$200.00	$200.00
A43	189 Boiler	c. Recommended	IMC 2003	Duct insulation damaged	Replace insulation	2031	O	20	lf	$10.00	$200.00
A44	189 Boiler	b. Required	2003 PM 305.3 Interior Surfaces	Multiple drains have rust and water pooling	Repair floor for positive slop eot drain and replace drain grates	2026	O	3	ea	$500.00	$1,500.00
A45	189 Boiler	b. Required	2003 PM 305.3 Interior Surfaces	Degrading at drain grates	replace drain grates	2026	O	3	ea	$100.00	$300.00
A46	165A Concession Storage	a. Urgent	IFC 2003	No storage within 18" of ceiling, no sprinklers	Remove stored items within 18" of ceiling	2023	F	1	ea	$0.00	$0.00
A47	270 Art	a. Urgent	430 ILCS 60	Wire glass in multiple doors	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A48	223 Science	c. Recommended	2003 PM 305.3 Interior Surfaces	Extensive crack in VCT flooring	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A49	324 Corridor	c. Recommended	2003 PM 305.3 Interior Surfaces	Extensive crack in VCT flooring	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A50	230 Classroom	a. Urgent	430 ILCS 60	Wire glass at doors and hallway windows looking into cafeteria	Remove wire glass and replace with tempered glass	2023	F	1	ea	$500.00	$500.00
A51	230 Classroom	a. Urgent	185.370(m)(7) door hardware	Door not latching	Replace door hardware	2023	F	1	ea	$150.00	$150.00
A52	231 Classroom	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	sf	$500.00	$500.00
A53	231 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Masonry cracks in multiple corners	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A54	232 Photo Lab	a. Urgent	430 ILCS 60	Wire glass present in door	Replace wire glass windows	2023	F	2	ea	$500.00	$1,000.00
A55	233 Classroom	a. Urgent	430 ILCS 60	Wire glass present in door	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A56	234 Classroom	a. Urgent	430 ILCS 60	Wire glass present in door	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A57	234 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	High windows seals deteriorating	Replace window seals	2031	O	10	lf	$50.00	$500.00
A58	235B Stairs	a. Urgent	430 ILCS 60	Wire glass present in door	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A59	235A Office	a. Urgent	430 ILCS 60	Wire glass present in door	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A60	200A Storage	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	3	ea	$300.00	$900.00
A61	267 Music Room	a. Urgent	430 ILCS 60	Wire glass present in doors	Replace wire glass windows	2023	F	5	ea	$500.00	$2,500.00
A62	203A Office	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A63	203B Office	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A64	203C Office	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A65	203E Storage	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling, multiple spots	Investigate and repair water source. Replace ceiling tile	2026	O	3	ea	$300.00	$900.00
A66	220 Art	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	2	ea	$500.00	$1,000.00
A67	202A Office	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A68	243 Mechanical	b. Required	2003 PM 305.3 Interior Surfaces	Chipped VCT at threshold	replace flooring	2026	O	6	sf	$15.00	$90.00
A69	Outside south wall of 243 Mech.	b. Required	2003 PM 305.3 Interior Surfaces	Wall base board damaged	replace base	2026	O	10	lf	$10.00	$100.00
A70	269 Cad Lab	a. Urgent	NFPA 101	Exit sign not working	replace exit sign	2023	F	1	ea	$200.00	$200.00
A71	321 Corridor	b. Required	2003 PM 304.13 Windows	Hazy/ dirty windows, water damage	replace window panes	2026	O	5	ea	$500.00	$2,500.00
A72	200 Art	b. Required	2003 PM 304.13 Windows	Hazy/ dirty windows	replace window panes	2026	O	2	ea	$500.00	$1,000.00
A73	200 Art	b. Required	2003 PM 305.3 Interior Surfaces	Sink back splash cracking/ deteriorating	replace splash	2026	O	1	ea	$300.00	$300.00
A74	201 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$300.00	$300.00

LDG - Project #30161 Central High School											December 15, 2021
											Surveyed - Month, Year
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A75	201 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Masonry cracks at corners	Repair cracks	2026	O	10	lf	$10.00	$100.00
A76	202 Classroom	b. Required	IEC 2003	Dead light bulb	Replace bulb	2026	O	1	ea	$50.00	$50.00
A77	202 Classroom	a. Urgent	2003 PM 305.3 Interior Surfaces	Crack in SE corner of room	Investigate and seal	2023	F	10	lf	$20.00	$200.00
A78	203 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$300.00	$300.00
A79	203 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Masonry cracks in wall and at door head	Repair cracks	2026	O	10	lf	$10.00	$100.00
A80	204 Science	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A81	Stair B	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A82	205 Men's	a. Urgent	ADA 2010/IAC 2018	Mirrors not ADA compliant	Raise mirrors to meet ADA requirements	2023	F	1	ea	$100.00	$100.00
A83	205 Men's	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered/ ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A84	206 Women's	a. Urgent	ADA 2010/IAC 2018	Mirrors not ADA compliant	Raise mirrors to meet ADA requirements	2023	F	1	ea	$100.00	$100.00
A85	206 Women's	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered/ ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A86	207 Office	a. Urgent	430 ILCS 60	Wire glass present	Replace door and hardware	2023	F	1	ea	$500.00	$500.00
A87	207 Office	b. Required	2003 PM 305.3 Interior Surfaces	Masonry cracks in east wall	Repair cracks	2026	O	10	lf	$10.00	$100.00
A88	208 Prep Room	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A89	209 Classroom	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A90	209 Classroom	a. Urgent	185.370(m)(7) door hardware	Door closer loose	Replace door hardware	2023	F	1	ea	$150.00	$150.00
A91	210 Science	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A92	S10 Stairs	a. Urgent	430 ILCS 60	Wire glass present on windows looking into library	Replace wire glass windows	2023	F	100	sf	$50.00	$5,000.00
A93	211 Science	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A94	211 Science	a. Urgent	185.370(m)(7) door hardware	Door doesn't close all the way	Investigate and repair or replace door	2023	F	1	ea	$1,000.00	$1,000.00
A95	212 Office	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A96	213 Classroom	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A97	213 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Masonry cracks	Repair cracks	2026	O	10	lf	$10.00	$100.00
A98	214 Prep Room	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A99	215 Classroom	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A100	216 Science	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A101	Stair C	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00
A102	250 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered/ ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A103	252 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered/ ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$500.00	$500.00
A104	222 Classroom	a. Urgent		Window condensation inside panes	Replace glass	2023	F	1	ea	$700.00	$700.00
A105	222 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in window sill	Investigate cracks and repair	2031	O	5	lf	$10.00	$50.00
A106	Stair G	a. Urgent	2003 PM 305.3 Interior Surfaces	Steps deteriorating	Replace tread and riser finish	2023	F	6	ea	$30.00	$180.00
A107	194 M Storage	b. Required	2003 PM 305.3 Interior Surfaces	Long horizontal crack in walls	Seal cracks and paint to match	2026	O	15	lf	$15.00	$225.00
A108	306 Vestibule	b. Required	2003 PM 304.14 exterior doors	Weather stripping deteriorating at exterior door	Replace weatherstripping, investigate door and replace hardware as needed	2026	O	1	ea	$200.00	$200.00
A109	Stair 9	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracking between landing and top of stairs	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A110	180 Auditorium	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in floor throughout room	replace flooring	2031	O	550	sf	$15.00	$8,250.00
111	181 Auditorium	b. Required	2003 PM 305.3 Interior Surfaces	Some transition strips missing throughout	Replace transition strips	2026	O	6	ea	$50.00	$300.00

LDG - Project #30161 Central High School											December 15, 2021
											Surveyed - Month, Year
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A112	182 Auditorium	a. Urgent	Best Practices	Expired FE tag	Reinspect	2023	F	1	ea	$100.00	$100.00
A113	183 Auditorium	b. Required	2003 PM 305.3 Interior Surfaces	Cracks in walls throughout space and at spiral stairs	investigate crack and seal	2026	O	25	lf	$10.00	$250.00
A114	Door 27	b. Required	2003 PM 304.14 exterior doors	Weather stripping deteriorating	Replace weatherstripping, investigate door and replace hardware as needed	2026	O	1	ea	$200.00	$200.00
A115	182 Storage	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	3	ea	$300.00	$900.00
A116	305 Vestibule	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	2	ea	$300.00	$600.00
A117	305 Vestibule	c. Recommended		Header strip deteriorating	Replace header strip	2031	O	6	sf	$25.00	$150.00
A118	305 Vestibule	c. Recommended	2003 PM 305.3 Interior Surfaces	Crack in SE corner of room	investigate crack and seal	2031	O	100	lf	$10.00	$1,000.00
A119	184 Boiler Room	c. Recommended	2003 PM 305.3 Interior Surfaces	Multiple floor cracks	Seal concrete cracks	2031	O	800	sf	$15.00	$12,000.00
A120	308 Corridor	b. Required	2003 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	8	ea	$300.00	$2,400.00
A121	308 Corridor	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	investigate crack and seal	2031	O	12	lf	$10.00	$120.00
A122	308 Corridor	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor dent	replace flooring	2031	O	5	sf	$20.00	$100.00
A123	21 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$200.00	$200.00
A124	22 Toilet	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	1	ea	$200.00	$200.00

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ARCH											
A125	175F Nurse	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor tile cracking	replace flooring	2031	O	10	sf	$15.00	$150.00
A126	175G Vault	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in closet space	investigate crack and seal	2031	O	5	lf	$10.00	$50.00
A127	19 Restroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	4	ea	$300.00	$1,200.00
A128	309 Corridor	c. Recommended	2003 PM 305.3 Interior Surfaces	Crack in floor at bottom of ramp	replace flooring	2031	O	5	sf	$15.00	$75.00
A129	185 Work Shop	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in multiple corners	investigate crack and seal	2031	O	18	lf	$10.00	$180.00
A130	187 Dressing Room	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks	investigate crack and seal	2031	O	6	lf	$10.00	$60.00
A131	186 Dressing Room	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks	investigate crack and seal	2031	O	12	lf	$10.00	$120.00
A132	43 Corridor	a. Urgent	430 ILCS 60	Wire glass present in doors	Replace door and hardware	2023	F	4	ea	$500.00	$2,000.00
A133	43 Corridor	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in walls	investigate crack and seal	2031	O	3	lf	$10.00	$30.00
A134	48 Toilet	c. Recommended	2003PM 305.3 Interior Surfaces	Cracks in corners	investigate crack and seal	2031	O	8	lf	$10.00	$80.00
A135	190 Men's Locker room	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in walls	investigate crack and seal	2031	O	20	lf	$10.00	$200.00
A136	190 Men's Locker room	a. Urgent	430 ILCS 60	Wire glass present in doors	Replace door and hardware	2023	F	3	ea	$500.00	$1,500.00
A137	190 Men's Locker room	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered, not ADA compliant	Install sink pipe covers to comply with ADA	2023	F	4	ea	$500.00	$2,000.00
A138	96B Office	b. Required	2003 PM 305.6 Interior doors	Rust on door frame	Remove rust, repair, prime and paint	2026	O	1	ea	$1,000.00	$1,000.00
A139	96C Storage	c. Recommended	2003PM 305.3 Interior Surfaces	Crack in corner	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A140	123 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks in corner	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A141	83 Vestibule	a. Urgent	2003 PM 304.15 exterior doors	Door threshold loose	replace threshold	2023	F	1	ea	$200.00	$200.00
A142	131 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Ceiling cracking	investigate crack and seal	2031	O	8	lf	$10.00	$80.00
A143	131 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Corner cracks	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A144	133 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Crack above window frame	investigate crack and seal	2031	O	5	lf	$10.00	$50.00
A145	133 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Vertical crack on ceiling	investigate crack and seal	2031	O	15	lf	$10.00	$150.00
A146	134 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	2	ea	$300.00	$600.00
A147	134 Classroom	c. Recommended	2003PM 305.3 Interior Surfaces	Crack above window frame	investigate crack and seal	2031	O	6	lf	$10.00	$60.00
A148	136 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	3	ea	$300.00	$900.00
A149	136 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Vertical crack on ceiling	investigate crack and seal	2031	O	6	lf	$10.00	$60.00
A150	01 Vestibule	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	3	ea	$300.00	$900.00
A151	Door 9	b. Required	2003 PM 305.6 Interior doors	Rusted mullion	Replace mullion	2026	O	1	ea	$200.00	$200.00

LDG - Project #30161 Central High School											December 15, 2021
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ARCH											
A152	Stair D	b. Required	2003PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	2	ea	$300.00	$600.00
A153	Stair D	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks on wall	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A154	135 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Crack above window frame	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A155	135 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A156	132 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A157	130 Men's Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor cracks	replace flooring	2031	O	10	sf	$15.00	$150.00
A158	130 Men's Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A159	130 Men's Bathroom	c. Recommended	2003 PM 305.3 Interior surfaces	Seals at toilet deteriorated/ gone	replace sealant at toilets	2031	O	2	ea	$150.00	$300.00
A160	128 Women's Bathroom	c. Recommended	2003 PM 305.3 Interior surfaces	Floor cracks	replace flooring	2031	O	15	sf	$15.00	$225.00
A161	128 Women's Bathroom	c. Recommended	2003 PM 305.3 Interior surfaces	Wall cracks	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A162	128 Women's Bathroom	c. Recommended	2003 PM 305.3 Interior surfaces	Seals at toilet deteriorated/ gone	replace sealant at toilets	2031	O	4	ea	$150.00	$600.00
A163	320 Corridor	b. Required	2003 PM 305.6 Interior doors	Rust present	Replace door frame	2026	O	1	ea	$500.00	$500.00
A164	129 Janitor	b. Required	2003 PM 305.6 Interior doors	Door frame rust	Replace frame and door	2026	O	1	ea	$500.00	$500.00
A165	312 Vestibule	b. Required	2003 PM 305.3 Interior Surfaces	Ceiling damage	Investigate and replace ceiling tile	2026	O	1	ea	$100.00	$100.00
A166	312 Vestibule	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
A167	312 Vestibule	b. Required	2003 PM 304.14 exterior doors	Weather stripping deteriorating	Replace weatherstripping, investigate door and replace hardware as needed	2026	O	1	ea	$200.00	$200.00
A168	Door 10	a. Urgent	2003 PM 304.14 exterior doors	Rust on exterior door mullions	Replace mullion	2026	O	1	ea	$200.00	$200.00
A169	122 Mechanical	c. Recommended	2003 PM 305.3 Interior Surfaces	Control crack in floor	replace flooring	2031	O	10	sf	$15.00	$150.00
A170	319 Corridor	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	5	ea	$300.00	$1,500.00
A171	124 Storage	a. Urgent	430 ILCS 60	Wire glass present in door	Replace door lite	2023	F	1	ea	$500.00	$50,000.00
A172	160 Water damage on ceiling	b. Required	2027 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	5	ea	$300.00	$1,500.00
A173	316 Janitor	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks present	investigate crack and seal	2031	O	10	lf	$10.00	$100.00
ELEC.											
1	ELECTRICAL RM. OFF FIELD HOUSE	a. URGENT	185.370.a.6	NO EXIT SIGN IN ROOM	PROVIDE EXIT SIGN	2023	F	1	EA	$500.00	$500.00
MECH											
M-1	189 Boiler, 122 Mech	a. Urgent	185.495	No boiler inspections are posted	Have Boiler Inspected	2023	F	1	EA	$100.00	$100.00
M-2	184 Boiler	a. Urgent	185.495	Boiler inspections have expired for boilers in.	Have Boiler Inspected	2023	F	1	ea	$100.00	$100.00
M-3	184 Boiler	a. Urgent	185.495	No emergency boiler shut off in	install EM shut off	2023	F	1	ea	$2,000.00	$2,000.00
M-4	122 Boiler	a. Urgent	185.495	No combustion air provisions for	Provide combustion air	2023	F	1	ea	$15,000.00	$15,000.00
M-5	163E Kitchen	a. Urgent	185.495	No kitchen hood inspection displayed for	Have hood inspected	2023	F	1	ea	$100.00	$100.00
					Sub-total - a. Urgent	without contingency					$123,280.00

LDG - Project #30161 Central High School											December 15, 2021
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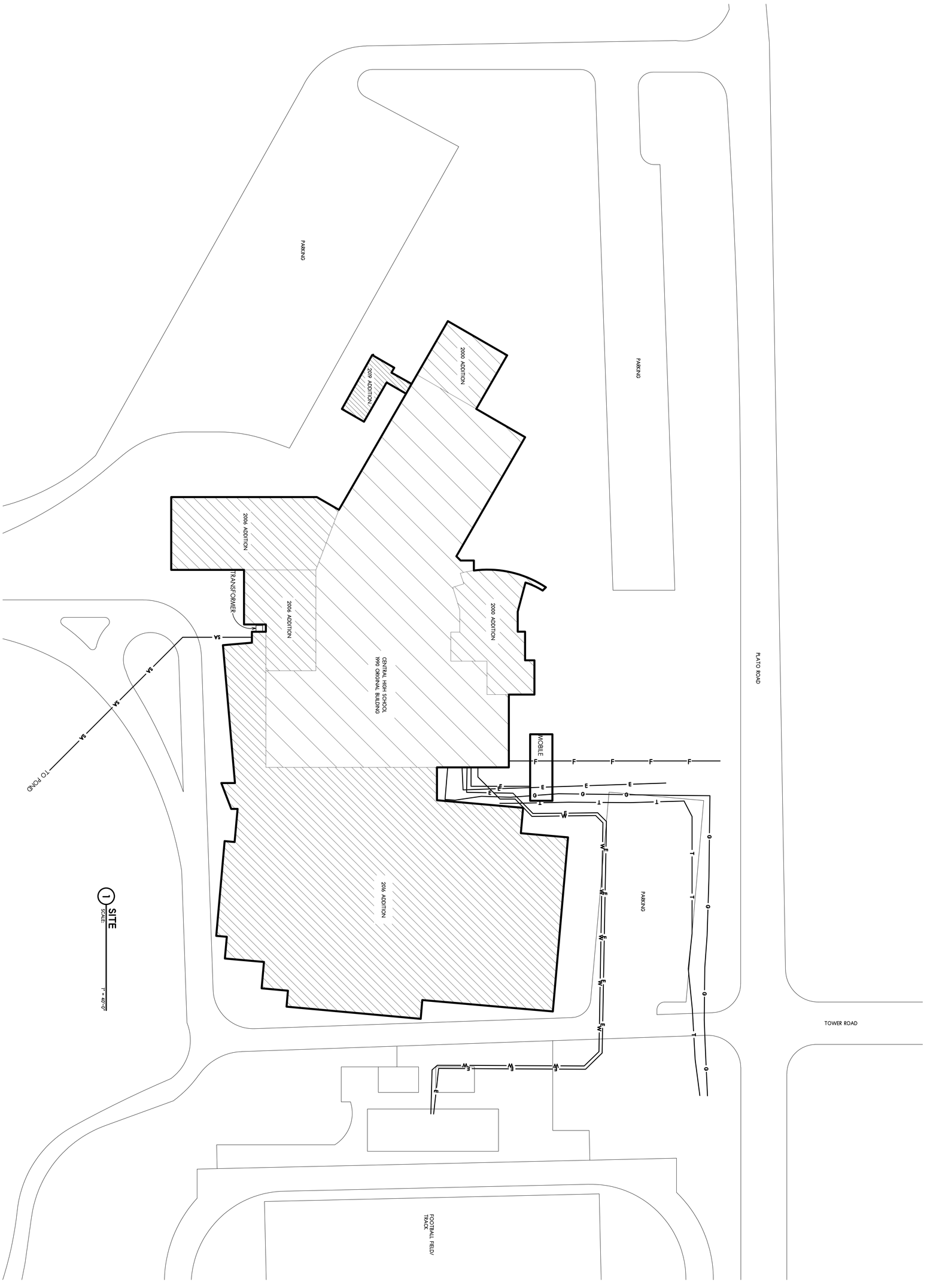
ARCH											
					Sub-total - b. Required	without contingency					$29,315.00
					Sub-total - c. Recommended	without contingency					$73,290.00
					Sub-total						**$225,885.00**
					Contingency					10%	$22,589
					A/E Fees					10%	$24,847
					TOTAL - PRELIMINARY						**$273,321**



DATE:	11-03-21
PROJECT NUMBER	30161
SHEET NUMBER	A1.0

ISSUED FOR:	DATE
DRAWN	APPROVED

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CENTRAL HIGH SCHOOL – CENTRAL SD 301

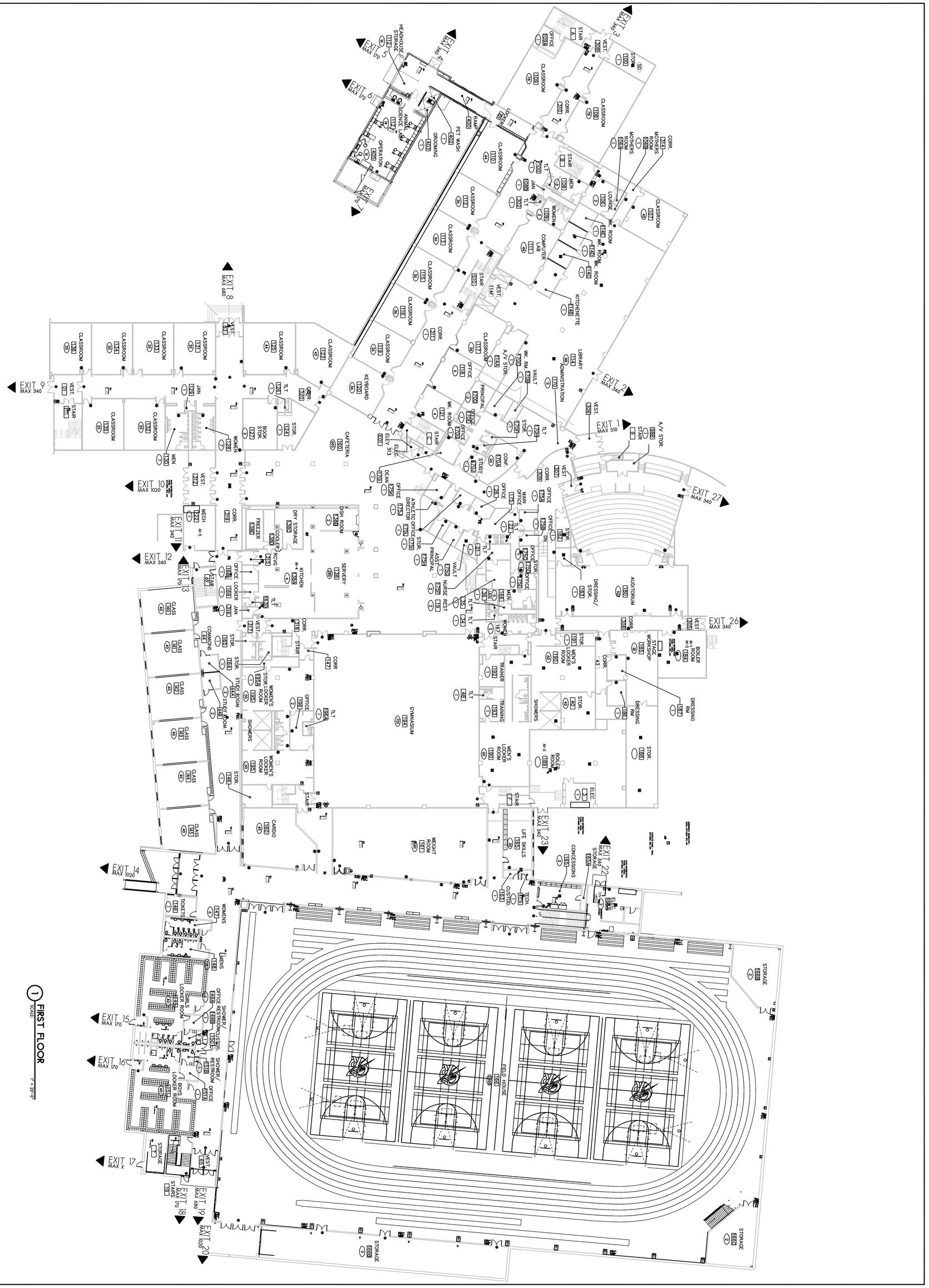
HEALTH LIFE SAFETY SURVEY

44 W 625 Plato Road
Hampshire, IL 60140

PROGRESS PRINT
Not For Construction
Date: 11-03-21

LARSON & DARBY GROUP
architects-engineers-interiors

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL. 61125 Tel (815) 484-0739 Fax (815) 229-9867



1 FIRST FLOOR
SCALE: 1" = 20'-0"

FLOOR PLAN
SCALE: 1" = 20'-0"

DATE: 10-20-2021	
PROJECT NUMBER	30161
SHEET NUMBER	A1.1

ISSUED FOR:	DATE
DRAWN	APPROVED

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CENTRAL HIGH SCHOOL – CENTRAL SD 301

HEALTH LIFE SAFETY SURVEY

44 W 625 Plato Road
Hampshire, IL 60140

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Date: 10-20-2021
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Rockford Office – 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL. 61125 Tel (815) 484-0739 Fax (815) 229-9867

1 SECOND FLOOR
SCALE: 1" = 20'-0"

FLOOR PLAN
SCALE: 1" = 20'-0"

DATE:	11-03-21
PROJECT NUMBER	30161
SHEET NUMBER	A1.2

ISSUED FOR:	DATE
DRAWN	APPROVED

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CENTRAL HIGH SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
44 W 625 Plato Road
Hampshire, IL 60140

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Date: 11-03-21
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Larson & Darby Group
Architecture Engineering Interiors

Report Summary - CHS

Sub-total - a. Urgent	without contingency	$123,280.00
Sub-total - b. Required	without contingency	$29,315.00
Sub-total - c. Recommended	without contingency	$73,290.00
Sub-total		**$225,885.00**
Contingency		$22,589
A/E Fees		$24,847
TOTAL - PRELIMINARY		**$273,321**

Urgent Items for the Central High School Facility was primarily comprised of ada updates, some wire glass removal and mechanical improvements.

10 – YEAR
SAFETY SURVEY REPORT
2021

CENTRAL MIDDLE SCHOOL CENTRAL SD 301
44 W 303 Plato Road
Burlington, Illinois 60109

I. GENERAL

ENROLLMENT	Grades 6 through 8 – 362 Students
CONSTRUCTION	Original Building 1956 (42,210 sf) – Types II (non-combustible) ADDITIONS: Addition 1968 (14,468 sf) Addition 1969 (5,940 sf) Addition 1986 (10,400 sf) Addition 2000 (11,530 sf) TOTAL = (84,548sf)
BUILDING TYPE	Original Building and Additions (single story non – combustible)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
LOCAL FIRE ALARM SYSTEM	Notifier AFP 400 system 5000.
NEAREST FIRE STATION	Served by the Burlington Fire Department located at 154 South Street, Burlington, IL – approx. 4.5 miles away.
WATER SYSTEM	A 4” domestic water main enters the building within Boiler Room 92. This water main is fed from the schools potable water well located on the property.
SANITARY SYSTEM	The building is served by multiple 6” sanitary lines exiting the building from various locations. There is a 6” grease manhole on sight located outside of the kitchen.

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.	
HEIGHT	One (1) story.	
FLOOR AREA	1956 Original Building	42,210 sf.
	1968 Addition	14,468 sf.
	1969 Addition	5,940 sf.
	1986 Addition	10,400 sf.
	2000 Addition	11,530 sf.
	Total Building Area	84,548 sf.
EXTERIOR WALL CONSTRUCTION	Masonry construction.	

FLOOR CONSTRUCTION	Floors are concrete slab on grade.
ROOF CONSTRUCTION	Portions of the building have an asphalt shingle room. The remainder of the building has a ballasted membrane roof system.
INTERIOR WALL CONSTRUCTION	Walls consist of brick, concrete block, and gypsum board assemblies.
INTERIOR FINISH	Walls are painted brick, gypsum board or concrete block.

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
WINDOWS	N/A
FIRE ESCAPES	N/A
EXIT SIGNS	Illuminated exist sign units appear to be adequately located throughout and in compliance. Exit signs are battery pak type.
EMERGENCY LIGHTING	Emergency lighting units appear to be adequately located throughout and are in compliance. Emergency lights are battery pak type

IV. SPECIAL OCCUPANCY

GYMNASIUM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
BOILER ROOM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.
MECHANICAL EQUIPMENT & STORAGE ROOMS	Separated from the rest of the school with concrete block and rated hollow metal door and frame assembly.

10 – YEAR
SAFETY SURVEY REPORT
2021

V. UTILITIES

HEATING PLANT	One gas fired steam boiler provides the majority of the heat for the original 1955 building as well as the 1968/ 1969 and 2000 additions. The boiler is a Johnson 200 HP, 3-pass, water back fire tube steam boiler. The input of the boiler is 8400 CFH.
HEAT DISTRIBUTION	The method of heat distribution for the building is through hot water supply and return piping. An inline hot water pump (one primary and one standby) circulates hot water to the classroom unit ventilators, air handling units, convectors, finned tube radiation, suspended unit heaters, radiant ceiling panels and cabinet unit heaters. The method of heat distribution for the main office, the faculty lounge and the band room area is through gas fired/ electric cooling roof top units. Heat is distributed via ductwork. The method of heat distribution for the LRC and the gymnasium is through air handling units with hot water coils. Heat is distributed via ductwork.
VENTILATION	Ventilation to the classrooms is provided by unit ventilators. Ventilation to the main office is provided by an air handling unit with (VAV) boxes and hot water reheat coils. Ventilation to the main office, faculty lounge and the band room area is provided by gas fired/ electric cooling rooftop units. Ventilation to the LRC, multipurpose room and the gymnasium is provided by air handling units.
AIR CONDITIONING	Cooling in the main office area, the band room area, and the faculty lounge is generated through gas fired/ electric cooling rooftop units. The remainder of the building is heating only.
GAS SERVICE	Natural gas enters on the north side of the building, just west of the main entrance. The low-pressure service (7” W.C.) is equipped with a gas meter, pressure regulator

	and shut-off valve.
WATER HEATER	Two (2) 199,000 BTuh, 86 gallon atmospheric gas fired vertical storage water heaters. One (1) 950 gallon hot water storage tank.
ELECTRICAL SYSTEMS	**Wiring:** During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection. **Electrical Service**: The buildings electrical system consists of a 1200 amps 120/208V, 3-phase metered. Panels, switches and circuit breakers are old and in need of upgrading. Classroom fixtures are original but have been retrofitted with T8 lamping. Illumination levels are adequate. **Rescue Assistance System:** There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.
PLUMBING SYSTEMS	A 4” domestic water main enters the building within Boiler Room 92. This water main is fed from the schools potable water well located on the property. Within Boiler Room 92 are hydro-pneumatic storage tanks (approx. 5,400 gallons) to hold potable water and provide system pressure when well pump is not running. The raw domestic water is softened through an ion exchange

		softener located within Boiler Room 92. A 4" domestic water main serves the entire school.
	FIRE PROTECTION SYSTEMS	The fire protection consists of a vertical water storage tank (approx. 10,000 gallons) and a fire pump. The storage tank is filled from the potable water system. The fire pump is an in-line pump rated at 250 GPM. This equipment serves the sprinkler system for the 2000 addition.
VI.	**PRIVATE PROTECTION**	
	FIRE ALARM SYSTEM	Notifier AFP 400 system 5000, with direct line to the fire department. There are numerous missing devices.
	AUTOMATIC SPRINKLERS	2000 addition only.
	AUTOMATIC HEAT DETECTION	Automatic heat and smoke detectors throughout the building with direct connection to fire department.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	A security system is provided for burglary protection.
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Central Middle School

Sub-total - a. Urgent	without contingency	$25,625.00
Sub-total - b. Required	without contingency	$48,235.00
Sub-total - c. Recommended	without contingency	$54,260.00
Sub-total		**$128,120.00**
Contingency		$12,812
A/E Fees		$14,093
TOTAL - PRELIMINARY		**$155,025**

Urgent Items for Central Middle School were primarily comprised of ada updates, some concrete repairs and additional fire and smoke devices.

LDG - Project #30161 Central Middle School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	31 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Floor tile separating throughout room	Replace flooring	2031	O	1130	sf	$8.00	$9,040.00
A2	32 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Dirty ceiling vent	Replace vent	2031	O	1	ea	$100.00	$100.00
A3	33A Storage	c. Recommended	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2031	O	1	ea	$500.00	$500.00
A4	33A Storage	a. Urgent	IECC 2009	No storage within 6' of EP	remove stored items	2023	F	1	ea	$0.00	$0.00
A5	33A Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks on walls	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A6	33 Computer Lab	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A7	33 Computer Lab	b. Required	2009 PM 305.3 Interior Surfaces	Sagging ceiling tiles	Replace ceiling tiles	2026	O	809	sf	$5.00	$4,045.00
A8	33 Computer Lab	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A9	33 Computer Lab	b. Required	2009 PM 305.3 Interior Surfaces	Window sill cracks	Seal cracks	2026	O	8	lf	$10.00	$80.00
A10	35 Consumer Sciences	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A11	37A Paint Room	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A12	36 Band Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	4	ea	$300.00	$1,200.00
A14	36 Band Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks on walls	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A15	36B Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A16	36B Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in walls	Investigate cracks and repair	2031	O	10	lf	10	$100.00
A17	36C Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A18	36C Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in walls	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A19	36D Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A20	36D Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in walls	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A21	34A Kiln	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A22	34A Kiln	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in walls	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A23	34A Kiln	b. Required	2009 PM 305.3 Interior Surfaces	Ceiling tiles falling and damaged	replace ceiling tiles	2026	O	80	sf	$5.00	$400.00
A24	34 Art Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A25	34 Art Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks on walls	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A26	32 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A27	30 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A28	19 Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A29	19 Storage	a. Urgent	IECC 2009	No storage within 6' of EP	remove stored items	2023	F	1	ea	$0.00	$0.00

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Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A30	19A Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks along wall	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A31	19A Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Ceiling tile cracks	replace ceiling tiles	2031	O	4	ea	$20.00	$80.00
A32	19B Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Paint peeling	Prep, prime, and paint walls	2031	O	250	sf	$4.00	$1,000.00
A33	19B Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Severe masonry cracks	Investigate cracks and repair	2031	O	18	lf	$15.00	$270.00
A34	96 Corridor	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A35	23 Technology Room	a. Urgent	ADA 2010/IAC 2018	Two doors blocked off	restore egress door functionality	2023	F	1	ea	$500.00	$500.00
A36	23 Technology Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks on wall	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A37	37B Boys	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered/ ADA	provide pipe covers	2023	F	2	ea	100	$200.00
A38	37G Girls	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered/ ADA	provide pipe covers	2023	F	2	ea	100	$200.00
A39	24 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A40	26 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Door blocked in room	Restore door functionality	2031	O	1	ea	$500.00	$500.00
A41	21 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A42	21 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in walls	Investigate cracks and repair	2031	O	10	lf	10	$100.00
A43	21 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Sagging ceiling tile	Replace ceiling tiles	2031	O	840	sf	5	$4,200.00
A44	27 Kitchen	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A45	27 Kitchen	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A46	27 Kitchen	c. Recommended	2009 PM 305.3 Interior Surfaces	Floor cracks	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A47	27 Kitchen	a. Urgent	IPC 2014	Condensation on piping with no insulation	Insulate piping	2023	F	20	lf	$10.00	$200.00
A48	90A Toilet	a. Urgent	ADA 2010/IAC 2018	Not ADA		2023	F	1	ea	500	$500.00
A49	90A Toilet	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A50	90B Office	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A51	90B Office	c. Recommended	2009 PM 305.3 Interior Surfaces	Ceiling cracks	Investigate cracks and repair	2031	O	65	sf	5	$325.00
A52	90C Dry Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A53	90C Dry Storage	c. Recommended	ADA 2010/IAC 2018	Trip hazard at threshold to room	replace threshold	2031	O	1	ea	200	$200.00
A54	90C Dry Storage	b. Required	IPC 2014	Water pooling at drain	Investigate and correct drainage issue	2026	O	1	ea	200	$200.00
A55	45 Cafeteria	c. Recommended	2009 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	3	ea	$100.00	$300.00
A56	45 Cafeteria	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks on walls	Investigate cracks and repair	2031	O	15	lf	$10.00	$150.00
A57	80 Corridor	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks above south door	Investigate cracks and repair	2031	O	8	lf	$10.00	$80.00
A58	82 Vestibule	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A59	82 Vestibule	c. Recommended	2009 PM 305.3 Interior Surfaces	Missing ceiling tile	replace ceiling tiles	2031	O	1	ea	$50.00	$50.00

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ARCH											
A60	82 Vestibule	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks in brick joints	Investigate cracks and repair	2031	O	4	lf	$20.00	$80.00
A61	44 Custodians Office	c. Recommended	2009 PM 305.3 Interior Surfaces	Crack at SW corner	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A62	44 Custodians Office	c. Recommended	2009 PM 305.3 Interior Surfaces	Window seals deteriorated	Repair window seals	2031	O	1	ea	$100.00	$100.00
A63	47A Gym Office	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A64	47A Gym Office	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracks on floor	repair, grind slab smooth, refinish	2031	O	1	ea	$200.00	$200.00
A65	47A Gym Office	c. Recommended	2009 PM 305.3 Interior Surfaces	Window seals deteriorated	replace seals	2031	O	1	ea	$100.00	$100.00
A66	84 Toilet	a. Urgent	ADA 2010/IAC 2018	Not ADA	provide pipe covers, lower mirrors	2023	F	1	ea	$500.00	$500.00
A67	85 Girls Locker Room	b. Required	2009 PM 305.3 Interior Surfaces	Broken tile at showers threshold	Replace tile	2026	O	2	sf	$100.00	$200.00
A68	85 Girls Locker Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Paint peeling on walls	remove loose paint, prime and repaint	2031	O	1000	sf	$5.00	$5,000.00
A69	85 Girls Locker Room	c. Recommended	2009 PM 305.3 Interior Surfaces	Ceiling cracks throughout	Investigate cracks and repair	2031	O	20	lf	$25.00	$500.00
A70	85 Girls Locker Room	c. Recommended	2007 PM 305.3 Interior Surfaces	Rust on windows at metal headers	Remove rust, prime and paint	2031	O	8	lf	$15.00	$120.00
A71	85 Girls Locker Room	c. Recommended	2008 PM 305.3 Interior Surfaces	Broken and deteriorating window seals	replace window seals	2031	O	1	ea	$100.00	$100.00
A72	47D Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Sever concrete floor cracks	Investigate cracks and repair	2031	O	1	ea	200	$200.00
A73	46C Storage	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A74	46C Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Concrete floor cracks	Investigate cracks and repair	2031	O	1	ea	$200.00	$200.00
A75	46C Storage	a. Urgent	IECC 2009	No storage within 6' of EP	remove stored items	2023	F	1	ea	$0.00	$0.00
A76	46C Storage	c. Recommended	2009 PM 305.3 Interior Surfaces	Concrete floor cracks	Investigate cracks and repair	2031	O	1	ea	$200.00	$200.00
A77	46C Storage	a. Urgent	IECC 2009	No storage within 6' of EP	remove stored items	2023	F	1	EA	$0.00	$0.00
A78	41B Men's Faculty Toilet	a. Urgent	ADA 2010/IAC 2018	Not ADA	provide pipe covers, lower mirrors	2023	F	1	ea	$500.00	$500.00
A79	41 C Women's Faculty Toilet	a. Urgent	ADA 2010/IAC 2018	Not ADA	provide pipe covers, lower mirrors	2023	F	1	ea	$500.00	$500.00
A80	41A Faculty Lounge	c. Recommended	2009 PM 305.3 Interior Surfaces	Loose wall base board	Replace wall base	2031	O	5	lf	$10.00	$50.00
A81	78 Corridor	b. Required	2009 PM 305.6 Interior doors	North door closer does not latch	Replace door hardware	2026	O	1	ea	$1,000.00	$1,000.00
A82	50 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Laminate counters chipped	Replace countertop	2031	O	72	sf	$50.00	$3,600.00
A83	51 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Window sill crack	Investigate cracks and repair	2031	O	5	lf	$10.00	$50.00
A84	51 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry crack	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A85	52 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A86	52 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry crack	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A87	53 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Window sill crack	Investigate cracks and repair	2031	O	5	lf	$10.00	$50.00
A88	54 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Window sill crack	Investigate cracks and repair	2031	O	5	lf	$10.00	$50.00

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ARCH											
A89	54 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry crack	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A90	55 Classroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A91	57 Science Lab	c. Recommended	2009 PM 305.3 Interior Surfaces	Masonry cracks	Investigate cracks and repair	2031	O	10	lf	$10.00	$100.00
A92	59 Boys Bathroom	c. Recommended	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A93	48C Office	b. Required	2009 PM 305.3 Interior Surfaces	Exposed valve	provide valve cover	2026	O	1	ea	$50.00	$50.00
A94	48G Girls Bathroom	a. Urgent	ADA 2010/IAC 2018	Mirrors not ADA	lower mirrors	2023	F	1	ea	$100.00	$100.00
A95	48G Girls Bathroom	a. Urgent	ADA 2010/IAC 2018	Bathroom not ADA	Bring up to code greatest extent possible	2023	F	1	ea	$500.00	$500.00
A96	48B Boys Bathroom	a. Urgent	ADA 2010/IAC 2018	Mirrors not ADA	lower mirrors	2023	F	1	EA	$100.00	$100.00
A97	48B Boys Bathroom	a. Urgent	ADA 2010/IAC 2018	Bathroom not ADA	Bring up to code greatest extent possible	2023	F	1	ea	$500.00	$500.00
A98	48 Corridor	b. Required	2009 PM 305.3 Interior Surfaces	Floor chipped at threshold	replace floor finish	2026	O	3	sf	$50.00	$150.00
A99	48H Storage	b. Required	ADA 2010/IAC 2018	Knob handle present	Replace door hardware to comply with ADA	2026	O	1	ea	$500.00	$500.00
A100	Exterior east wall of Fitness room 40	c. Recommended	2009 PM 304.6 exterior Surfaces	Efforvescence on brick	Remove effervescence	2031	O	8	sf	$50.00	$400.00
A101	Exterior south wall of Classroom 50	c. Recommended	2009 PM 304.6 exterior Surfaces	Brick spalling	Repair spalled brick	2031	O	8	sf	$50.00	$400.00
A102	Exterior left of door 2	b. Required	IECC 2009	Electrical box cover missing	replace electrical box cover	2026	O	1	ea	$50.00	$50.00
A103	Exterior left of door 2	c. Recommended	2009 PM 304.6 exterior Surfaces	Efforvescence on brick	Remove effervescence	2031	O	8	sf	$50.00	$400.00
A104	Exterior NE edge of Classroom 52	c. Recommended	2009 PM 304.6 exterior walls	Efforvescence on brick	Remove effervescence	2031	O	8	sf	$50.00	$400.00
A105	Exterior along north wall of Classrooms 52-56	c. Recommended	2009 PM 304.6 exterior walls	All window sills drip edge is sealed without weep	investigate flashing and add weeps	2031	O	140	lf	$8.00	$1,120.00
A106	Exterior north of Classroom 56	c. Recommended	ADA 2010/IAC 2018	Asphalt sunken at electrical trench	Remove portion of walk and rebuild	2031	O	20	sf	$100.00	$2,000.00
A107	Exterior left and right of door 3	c. Recommended	2009 PM 304.6 exterior walls	Seals deteriorated at joints	replace sealant	2031	O	20	lf	$10.00	$200.00
A108	Exterior FDC penetration	c. Recommended	2009 PM 304.6 exterior walls	Sealant missing	replace sealant	2031	O	1	ea	$50.00	$50.00
A109	Exterior left of door 4	c. Recommended	2009 PM 304.6 exterior walls	Brick spalling	replace brick	2031	O	8	ea	$75.00	$600.00
A110	Exterior right of door 4	c. Recommended	2009 PM 304.6 exterior walls	Nest in alarm bell	remove nest	2031	O	1	ea	$20.00	$20.00
A111	Exterior left of door 5	c. Recommended	2009 PM 304.6 exterior walls	Spalling and chipped brick at corner	replace brick	2031	O	6	ea	$75.00	$450.00
A112	Exterior at door 6	c. Recommended	2009 PM 304.6 exterior walls	Crack in walk	investigate crack and repair	2031	O				$0.00
A113	Exterior south of door 6	c. Recommended	2009 PM 304.6 exterior walls	Foundation cracks	repair cracks in foundation	2031	O	1	ea	$100.00	$100.00
A114	Exterior south of door 7	c. Recommended	2009 PM 304.6 exterior walls	Brick spalling	replace brick	2031	O	6	ea	$75.00	$450.00
A115	Exterior windows along girls locker room	c. Recommended	2009 PM 304.6 exterior walls	Jamb spalling	replace jambs	2031	O	8	lf	$100.00	$800.00
A116	Exterior east door 9 at corner south of vestibule	c. Recommended	2009 PM 304.6 exterior walls	Brick spalling and breaking	replace brick	2031	O	6	ea	$75.00	$450.00

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ARCH											
A117	Exterior east door 9 at corner south of vestibule	b. Required	ADA 2010/IAC 2018	ramp edge is trip hazard	repaint	2026	O	8	lf	$20.00	$160.00
A118	Exterior left of door 10	c. Recommended	2009 PM 304.6 exterior walls	Bottom brick at corner damaged	replace brick	2031	O	3	ea	$75.00	$225.00
A119	Exterior cooler unit addition	c. Recommended	2009 PM 304.6 exterior walls	Damage around unit along base	repair damage	2031	O	1	ea	$1,000.00	$1,000.00
A121	Exterior cooler unit addition	c. Recommended	2009 PM 304.6 exterior walls	Siding panels falling off	replace panel anchors	2031	O	1	ea	$500.00	$500.00
A122	Exterior door 12	a. Urgent	ADA 2010/IAC 2018	Walk settled at doorway, tripping hazard	Mudjack walk	2023	F	25	sf	$25.00	$625.00
A123	Exterior door 12	b. Required	2009 PM 304.1 exterior walk	Water pooling at building on walk	Mudjack walk	2026	O	20	sf	$25.00	$500.00
A124	Exterior south of door 12	c. Recommended	IECC 2009	Outlet missing cover	replace cover	2031	O	1	ea	$50.00	$50.00
A125	Exterior west wall of classroom 30	c. Recommended	2009 PM 304.6 exterior walls	Crack under window	investigate and repair crack	2031	O	1	ea	$50.00	$50.00
A126	Exterior west wall of classroom 32	c. Recommended	2009 PM 304.6 exterior walls	Wet spot under coping, possible leak/ break in coping	investigate and repair coping	2031	O	1	ea	$200.00	$200.00
A127	Exterior top of west wall of band room storage rooms	c. Recommended	2009 PM 304.6 exterior walls	Brick joint cracking	repair joint - tuckpoint	2031	O	4	lf	$75.00	$300.00
A128	Exterior south wall of band room	c. Recommended	2009 PM 304.6 exterior walls	Brick joint cracking	repair joint - tuckpoint	2031	O	4	lf	$75.00	$300.00
A129	Exterior south wall of band room	c. Recommended	2009 PM 304.6 exterior walls	Brick joint cracking	repair joint - tuckpoint	2031	O	4	lf	$75.00	$300.00
A130	Exterior east wall of classroom 31	c. Recommended	2009 PM 304.6 exterior walls	Broken vent	replace vent cover	2031	O	1	ea	$100.00	$100.00
A131	Exterior east wall of classroom 32	c. Recommended	2009 PM 304.6 exterior walls	Concrete eave cracking	investigate and monitor	2031	O	1	ea	$50.00	$50.00
A132	Exterior west and south wall of library	c. Recommended	2009 PM 304.6 exterior walls	Broken/ missing/ damaged drip edges at bottom of brick	replace drip edge	2031	O	70	lf	$10.00	$700.00
A133	Exterior east wall windows of classrooms 8-13	c. Recommended	2009 PM 304.6 exterior walls	Window seals	replace sealant	2031	O	200	lf	$10.00	$2,000.00
A134	Exterior north wall of classrooms 4,6,7 and office 8A	c. Recommended	2009 PM 304.6 exterior walls	Broken/ missing/ damaged drip edges at bottom of brick	replace drip edge	2031	O	120	lf	$10.00	$1,200.00
A135	Exterior left of door 1	c. Recommended	IECC 2009	Outlet missing cover	Replace outlet cover	2031	O	1	ea	$50.00	$50.00
A136	Exterior door 1	c. Recommended	2009 PM 304.15 exterior doors	Rust at door frame	replace frame	2031	O	1	ea	$500.00	$500.00
A137	Exterior north wall of classroom 24	c. Recommended	2009 PM 304.6 exterior walls	Broken/ missing/ damaged drip edges at bottom of brick	replace drip edge	2031	O	100	lf	$10.00	$1,000.00
A138	Exterior typical of concrete eave around building	c. Recommended	2009 PM 304.6 exterior walls	Concrete eave cracking	investigate and monitor	2031	O	1	ea	$50.00	$50.00
ELEC.											
1	CORRIDOR 80	c. Recommended	185.395.d.4	FIRE PULL STATION BLOCKED BY STEAL COLUMN	relocated to a more visible and accessible location	2031	**O**	1	ea	$850.00	$ 850.00
2	STORAGE 19B	a. Urgent	185.395.d.4	DAMAGED SMOKE/HEAT DETECTOR	repair or replace	2023	F	1	ea	$200.00	$200.00
3	Library 14	a. Urgent	185.395.d.4	No fire alarm smoke detectors visible	add devices	2023	F	4	ea	$850.00	$3,400.00
4	Office 2	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
5	Workroom 23	a. Urgent	185.395.d.4	No fire alarm smoke detectors visible	add devices	2023	F	1	ea	$850.00	$850.00
6	storage 203	a. Urgent	185.395.d.4	No fire alarm smoke detectors visible	add devices	2023	F	1	ea	$850.00	$850.00
7	boiler 92	a. Urgent	185.395.d.4	No fire alarm smoke detectors visible	add devices	2023	F	2	ea	$850.00	$1,700.00
8	storage 48a	a. Urgent	185.395.d.4	No fire alarm smoke detectors visible	add devices	2023	F	1	ea	$850.00	$850.00
9	nurse 3a	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	2	ea	$850.00	$1,700.00

LDG - Project #30161 Central Middle School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
10	school office 20	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	2	ea	$850.00	$1,700.00
11	office 20c	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
12	office 20b	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
13	office 3a	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
14	office 5a	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
15	storage 14f	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
16	office 14e	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
17	office 14b	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
18	office 14a	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
19	office 8a	a. Urgent	185.395.d.4	No fire alarm audible device	add devices	2023	F	1	ea	$850.00	$850.00
20	elec 201	a. Urgent	185.395.d.4	No fire alarm smoke detectors visible	add devices	2023	F	1	ea	$850.00	$850.00
MECH											
M-1	BOILER ROOM	b.	IMC 2009	Boiler Inspections have expired	have boilers inspected	2023	F	1	ea	$100.00	$100.00
M-2	90A	b. Required	IMC 2009	No exhaust serving Toilet 90a (Toilet in kitchen)	add exhaust	2026	O	1	ea	$5,000.00	$5,000.00
PLUMB.											
P-1	37B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	2	ea	$200.00	$400.00
P-2	37G	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	3	ea	$200.00	$600.00
P-3	84	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-4	85	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-5	41B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-6	41C	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-7	41B	b. Required	IPC 890.1370	No floor drain in toilet room.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-8	41C	b. Required	IPC 890.1370	No floor drain in toilet room.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-9	43B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-10	43G	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-11	48	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-12	48C	b. Required	IPC 890.1130	No vacuum breaker on service sink faucet.	Provide vacuum breaker.	2026	O	1	ea	$200.00	$200.00
P-13	48D	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-14	48D	b. Required	IPC 890.1370	No floor drain in toilet room.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-16	48B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-17	48G	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	2	ea	$200.00	$400.00
P-18	48G	b. Required	IPC 890.1370	No floor drain in toilet room.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-19	27B	b. Required	IPC 890.1370	No floor drain in toilet room.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00
P-20	27	b. Required	IPC 890.1010	No indirect waste for dishwasher system.	Provide indirect waste.	2026	O	1	ea	$3,000.00	$3,000.00
P-21	203	b. Required	IPC 890.200	Sink inoperable.	Repair.	2026	O	1	ea	$300.00	$300.00
P-22	3C	b. Required	IPC 890.1370	No floor drain in toilet room.	Provide floor drain.	2026	O	1	ea	$3,000.00	$3,000.00

LDG - Project #30161 Central Middle School

December 15, 2021

Surveyed - Month, Year

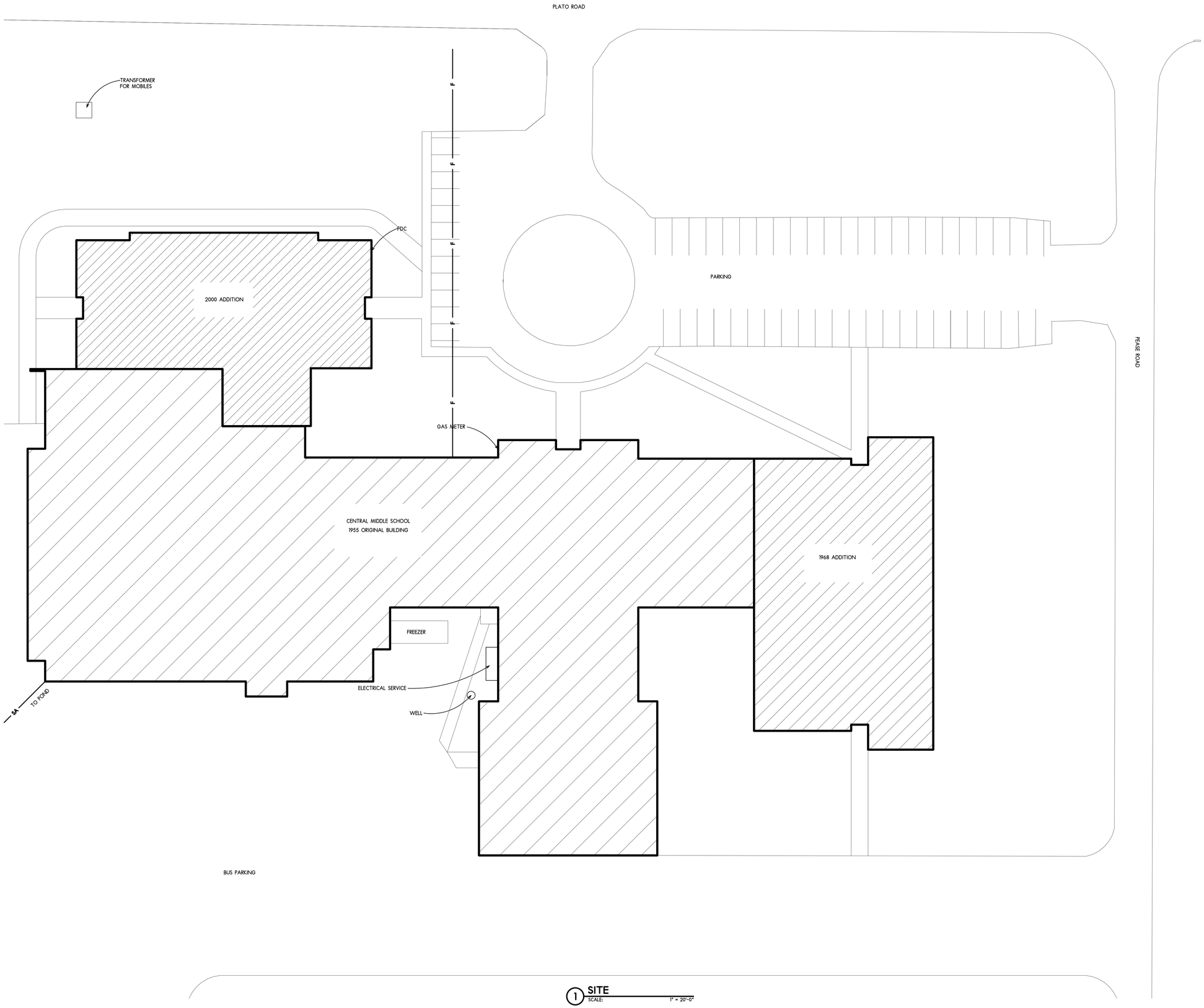
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
P-23	18G	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	2	ea	$200.00	$400.00
P-24	18B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	2	ea	$200.00	$400.00
P-25	15B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	3	ea	$200.00	$600.00
P-26	99	b. Required	IPC 890.200	Electric water cooler not working.	Repair.	2026	O	1	ea	$300.00	$300.00
P-27	15G	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory	Provide thermostatic mixing valves on lavatories.	2026	O	3	ea	$200.00	$600.00
P-29	2B	b. Required	IPC 890.1010	Condensate line running to bucket	Provide drain to receive condensate.	2026	O	1	ea	$3,000.00	$3,000.00
P-30	35	b. Required	IPC 890.770	No air gap fitting on dishwasher.	Provide air gap fitting.	2026	O	1	ea	$300.00	$300.00
P-31	57	b. Required	ANSI Z 358.1	No thermostatic mixing valve on eye wash.	Provide thermostatic mixing valve on eye wash.	2026	O	1	ea	$1,000.00	$1,000.00
P-32	Exterior	b. Required	IPC 890.1130	Exposed wall hydrants need vacuum breaker.	Provide wall hydrants with built-in vacuum breakers.	2026	O	9	ea	$100.00	$900.00
P-33	Exterior	b. Required	IPC 890.200	Covered wall hydrant is leaking.	Repair leak.	2026	O	1	ea	$200.00	$200.00
P-34	Exterior	b. Required	185.485	Gas meter shut-off valve needs identification sign.	Provide sign.	2026	O	1	ea	$100.00	$100.00
P-35	27B	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
p-36	27B	b. Required	IPC 890.1230	T&P not piped to floor drain.	Pipe T&P to floor drain.	2026	O	1	ea	$200.00	$200.00
					Sub-total - a. Urgent	without contingency					$25,625.00
					Sub-total - b. Required	without contingency					$48,235.00
					Sub-total - c. Recommended	without contingency					$54,260.00
					Sub-total						**$128,120.00**
					Contingency					10%	$12,812
					A/E Fees					10%	$14,093
					TOTAL - PRELIMINARY						**$155,025**

LDG - Project #30161 Central Middle School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											



LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⊙	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

① SITE
SCALE: 1" = 20'-0"

SITE PLAN
SCALE: 1" = 20'-0"

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0789 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21
LARSON & DARBY GROUP
architects-engineers-interiors

CENTRAL MIDDLE SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
44 W 303 Plato Road
Burlington, IL 60109

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ISSUED FOR: DATE
DRAWN APPROVED

DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.0

ELECTRICAL NOTES:

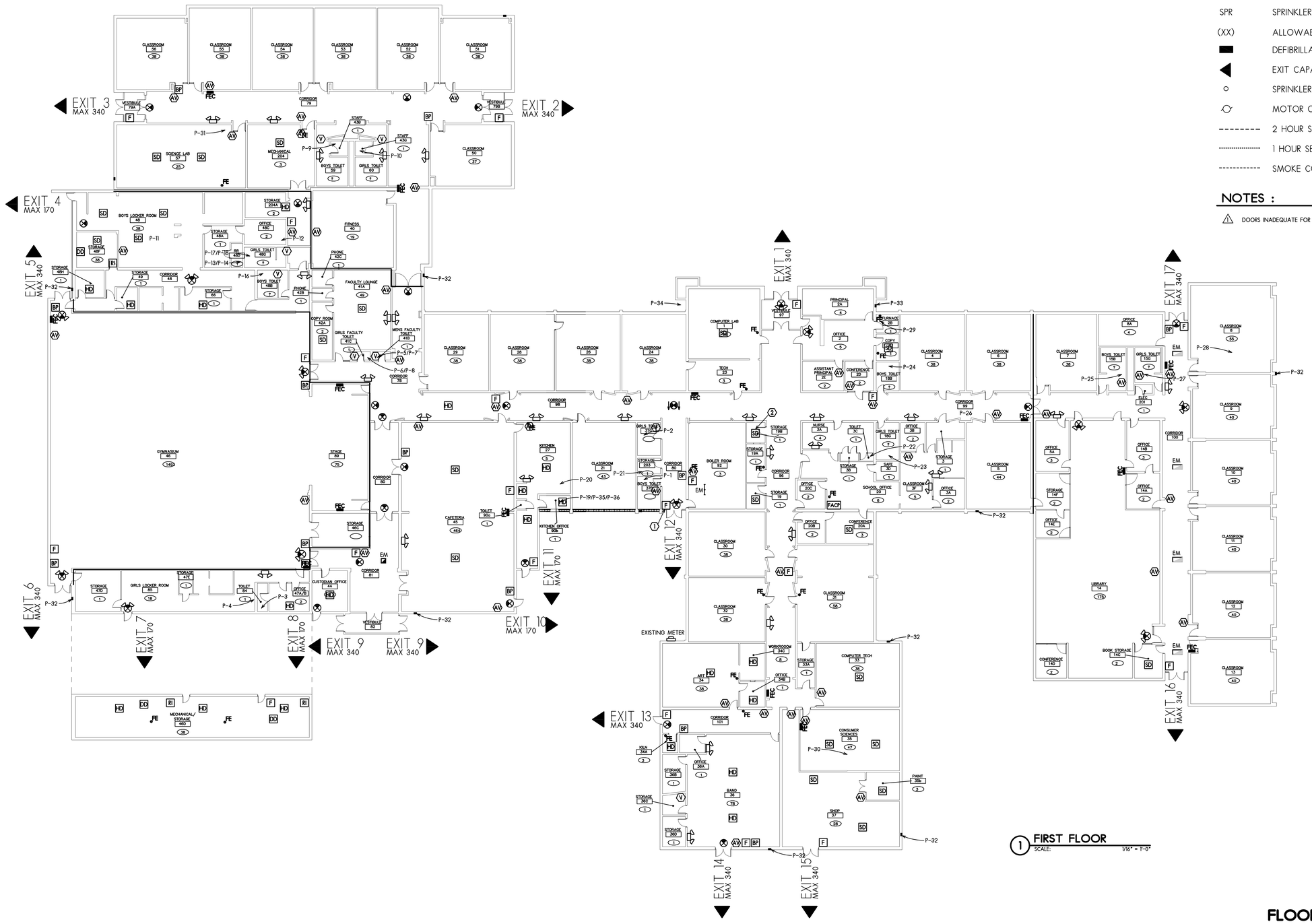
1. HIDDEN FROM VIEW BEHIND STEEL COLUMN. SEE PICTURE IN SPREADSHEET.
2. SMOKE DETECTOR DANGLING FROM ITS WIRES NOT ATTACHED TO ITS BASE.

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
■	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⌀	MOTOR OUTLET BOX
--------	2 HOUR SEPARATION
.....	1 HOUR SEPARATION
----------	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE



1 FIRST FLOOR
SCALE: 1/16" = 1'-0"

FLOOR PLAN
SCALE: 1/16" = 1'-0"

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0789 Fax (815) 229-9867

PROGRESS PRINT
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architects-engineers-interiors

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HEALTH LIFE SAFETY SURVEY
44 W 303 Plato Road
Burlington, IL 60109

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ISSUED FOR:	DATE
DRAWN	APPROVED

DATE: 11-03-21
PROJECT NUMBER: 30161
SHEET NUMBER: A1.1

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Central Middle School

Sub-total - a. Urgent	without contingency	$25,625.00
Sub-total - b. Required	without contingency	$48,235.00
Sub-total - c. Recommended	without contingency	$54,260.00
Sub-total		**$128,120.00**
Contingency		$12,812
A/E Fees		$14,093
TOTAL - PRELIMINARY		**$155,025**

Urgent Items for Central Middle School were primarily comprised of ada updates, some concrete repairs and additional fire and smoke devices.

10 – YEAR
SAFETY SURVEY REPORT
2021

PRAIRIE KNOLLS MIDDLE SCHOOL CENTRAL SD 301
224 Nesler Road
Elgin, Illinois 60124

I. GENERAL

ENROLLMENT	Grades 5 through 8 – 764 Students
CONSTRUCTION	Original Building 2007 – Types II (non-combustible) First Floor: 97,817 sf Second Floor: 45,969 sf Basement: 5,854 sf TOTAL = (149,640 sf)
BUILDING TYPE	Original Building and Additions (single story non – combustible)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
LOCAL FIRE ALARM SYSTEM	?
NEAREST FIRE STATION	Served by the Elgin Fire Department located at 3270 Longcommon Pkwy, Elgin 60124 – approx. 2.6 miles away
WATER SYSTEM	A 6” domestic water main enters the building at Storage Room B008 in the basement.
SANITARY SYSTEM	A 6” sanitary line serves the building

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.
HEIGHT	Two stories, 129’-4”
FLOOR AREA	YEAR Original Building 149,640 sf. Total Building Area 149,640 sf.
EXTERIOR WALL CONSTRUCTION	Reinforced CMU walls and precast concrete panels
FLOOR CONSTRUCTION	Floors are concrete slab on grade.
ROOF CONSTRUCTION	Single ply membrane – ballasted and fully adhered
INTERIOR WALL CONSTRUCTION	Gypsum board.
INTERIOR FINISH	Walls are painted gypsum wall board.

10 – YEAR
SAFETY SURVEY REPORT
2021

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Not Applicable
WINDOWS	Aluminum windows are not secondary means of egress.
FIRE ESCAPES	Not Applicable
EXIT SIGNS	Illuminated exit sign units appear to be adequately located throughout and in compliance. Exit signs are on emergency power.
EMERGENCY LIGHTING	Emergency lighting units appear to be adequately located throughout and are in compliance. Emergency lights are on emergency power.

IV. SPECIAL OCCUPANCY

Gymnasium	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
Mechanical	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.

V. UTILITIES

HEATING PLANT	High pressure boiler
VENTILATION	Mechanical ventilation with tempered make up air
AIR CONDITIONING	provided VFR / chiller plant.
GAS SERVICE	NG
WATER HEATER	Twin boiler units to high capacity storage tank with circulation pump
ELECTRICAL SYSTEMS	Wiring: During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel,

electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection.

Electrical Service: The buildings electrical system consists of a 3000 amp 480/277V, 3 phase metered service.

Panels, switches, and circuit breakers are in good condition. Classroom fixtures provide adequate illumination levels.

There is a 100KW natural gas fired emergency generator connected to two emergency power panels. The generator appears visually to be in good condition.

Rescue Assistance System: There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.

PLUMBING SYSTEMS	A 6” domestic water main enters the building at Storage Room B008 in the basement.
FIRE PROTECTION SYSTEMS	A 6” fire protection water main enters the building at Storage Room B008 in the basement.

VI. PRIVATE PROTECTION

10 – YEAR
SAFETY SURVEY REPORT
2021

	FIRE ALARM SYSTEM	Provided and monitored
	AUTOMATIC SPRINKLERS	Located throughout building.
	AUTOMATIC HEAT DETECTION	There are smoke and heat detectors located throughout the building.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	N/A
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Prairie Knolls Middle School

Sub-total - a. Urgent	without contingency	$13,800.00
Sub-total - b. Required	without contingency	$154,580.00
Sub-total - c. Recommended	without contingency	$384,450.00
Sub-total		**$552,830.00**
Contingency		$55,283
A/E Fees		$60,811
TOTAL - PRELIMINARY		**$668,924**

Urgent items for Prairie Knolls Middle School were primarily comprised of adding fire and smoke protection devices, door hardware repair, and concrete repairs

LDG - Project #30161 Prairie Knolls Middle School

December 15, 2021

Surveyed - July,2021

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	Outside door 1	c. Recommended	PM 96 304exterior	Concrete crack at main entry walkway	remove floor finishes, mill down floor slab, resurface, patch floor finishes	2031	O	50	sf	$40.00	$2,000.00
A2	Outside door 1	b. Required	PM 96 304exterior	Main entry exterior column rusting at base	Remove rust and re-finish column base	2026	O	1	ea	$200.00	$200.00
A3	Outside door 1	c. Recommended	PM 96 304exterior	Brick damage	Replace brick and tuckpoint	2031	O	4	sf	$50.00	$200.00
A4	Outside door 2	c. Recommended	PM 96 304exterior	Aluminum corrosion at exterior library egress door	Remove source of corrosion and replace corroded frame	2031	O	1	ea	$5,000.00	$5,000.00
A5	Outside door 2	c. Recommended	PM 96 304exterior	Door 2 frame rust	Replace rusted door frame	2031	O	1	ea	$500.00	$500.00
A6	Outside door 4	c. Recommended	PM 96 304exterior	CMU fractures	replace the rusted door frame	2031	O	1	ea	$500.00	$500.00
A7	West along wall of door 4	c. Recommended	PM 96 304exterior	Caulk missing from exterior outlet boxes - common	caulk exterior outlets	2031	O	8	ea	$50.00	$400.00
A8	Outside door 4	c. Recommended	PM 96 304exterior	CMU damage at exterior corner by door 4	replace existing damaged CMU	2031	O	1	ea	$200.00	$200.00
A9	Outside door 4	b. Required	PM 96 304exterior	Siding pulling away at exterior corner by door 4	re-attach siding to wall. Fill joint and seal	2026	O	1	ea	$500.00	$500.00
A10	North side of building	c. Recommended	PM 96 304exterior	Fire lane curb paint deteriorating	repaint fire lane curb	2031	O	300	LF	$5.00	$1,500.00
A11	North side of building	a. Urgent	ADA 2010/ IAC 2018	Asphalt walk trip hazard	Mud jack walk	2023	F	40	sf	$10.00	$400.00
A12	North siding along grade wings	c. Recommended	PM 96 304exterior	Siding damage along base	replace damaged sections of siding	2031	O	3	ea	$30.00	$90.00
A13	Exterior stairwell of door 5	c. Recommended	PM 96 304exterior	Rail paint chipping and rust	remove rust and re-finish railing	2031	O	1	ea	$1,000.00	$1,000.00
A14	Nook between grade wings outside door 7	c. Recommended	PM 96 304exterior	Water drainage outside door 7	re-grade and add drain tile to yards between wings	2031	O	2	ea	$5,000.00	$10,000.00
A15	Along exterior wall east of door 6	c. Recommended	PM 96 304exterior	Siding top trim bent	replace top trim	2031	O	1	ea	$100.00	$100.00
A16		c. Recommended	PM 96 304exterior	Efforvescence 1-1/2 block	remove and replace block, check for bridging in air gap	2031	O	1.5	sf	$100.00	$150.00
A17	Walk outside of door 8	c. Recommended	PM 96 304exterior	Concrete stoop at door 8 needs caulk at joint	caulk exterior joints	2031	O	10	lf	$10.00	$100.00
A18	Exterior above door 9	c. Recommended	PM 96 304exterior	Missing coping above door 9	replace missing coping	2031	O	20	lf	$10.00	$200.00
A19	Outside door 12	c. Recommended	PM 96 304exterior	Rust at oh door jambs	remove rust, apply prohibitor, prime and paint	2031	O	1	sf	$200.00	$200.00
A20	Outside door 12	c. Recommended	PM 96 304exterior	Control joint crack along caulk above door 12	replace control joint	2031	O	13	ft	$10.00	$130.00
A21	Outside door 13	c. Recommended	PM 96 304exterior	Door 13 frame rust	replace frame - refinish door and frame	2031	O	1	ea	$800.00	$800.00
A22	Outside door 14	c. Recommended	PM 96 304exterior	Door 14 frame rust	replace frame - refinish door and frame	2031	O	1	ea	$800.00	$800.00
A23	Outside door 14	c. Recommended	PM 96 304exterior	Outlet cover missing next to door 14, caulk box	replace outlet cover	2031	O	1	ea	$50.00	$50.00
A24	Outside door 15	c. Recommended	PM 96 304exterior	Door 15 crack along exterior caulk joint	fill and seal crack	2031	O	10	lf	$10.00	$100.00
A25	Outside door 18	a. Urgent	ADA 2010/ IAC 2018	Walk at door 18 - stoop has settled	mudjack walk	2023	F	50	sf	$10.00	$500.00
A26	Outside door 19	a. Urgent	ADA 2010/ IAC 2018	Walk at door 19 - stoop has settled	mudjack walk	2023	F	50	sf	$10.00	$500.00
A27	Outside door 20	a. Urgent	ADA 2010/ IAC 2018	Walk at door 20 - stoop has settled	mudjack walk	2023	F	50	sf	$10.00	$500.00
A28	Southern parking lot	c. Recommended	PM 96 304exterior	South lot - 5 year paving	re-pave lot	2031	O	70000	sf	$5.00	$350,000.00
A29	Outside door 26	c. Recommended	PM 96 304exterior	Cracked storm clean-out cover	replace cover	2031	O	1	ea	$100.00	$100.00
A30	Frame of door 27	c. Recommended	PM 96 304exterior	Door 27 frame rusting	replace frame and refinish frame and door	2031	O	1	ea	$800.00	$800.00
A31	Outside of door 27	c. Recommended	PM 96 304exterior	Music wing caulk joint cracking	remove and replace control joint sealant	2031	O	100	lf	$10.00	$1,000.00
A32	Along south west exterior wall	c. Recommended	PM 96 304exterior	Splash blocks eroding soil at down spouts	provide new splash blocks	2031	O	2	ea	$100.00	$200.00
A33	Along south west exterior wall	c. Recommended	PM 96 304exterior	Crushed down spouts	replace crushed downspouts	2031	O	2	ea	$100.00	$200.00
A34	Along south west exterior wall	c. Recommended	PM 96 304exterior	Cracks at entry sills	tuckpoint joints	2031	O	4	ea	$50.00	$200.00
A35	West paving	b. Required	PM 96 304exterior	Front paving (west) degrading	3-5 years repave	2026	O	29000	sf	$5.00	$145,000.00
A36	Outside of media center	c. Recommended	2009 PM 305.3 Interior Surfaces	Crack isolation in VCT	remove floor finishes, mill floor slab, re apply finish	2031	O	50	sf	$30.00	$1,500.00
A37	190 Media Center	c. Recommended	PM 96 305.3 Interior surfaces	Library roof leak, ceiling water damage	Investigate source of water and repair. Replace ceiling tile	2031	O	5	ea	$100.00	$500.00
A38	Roof above 190	b. Required	2009 IMC	Roof hatch near edge of library roof	provide guard rail at roof edge	2026	O	1	ea	$500.00	$500.00
A39	194 Computer Lab	a. Urgent	185.370 (7)m doors	Door stopper	remove door stopper	2023	F	1	ea	$0.00	$0.00
A40	194 Computer Lab	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A41	Vestibule Door 1 Entrance	c. Recommended	PM 96 305.3 Interior surfaces	Vestibule lintel crack	caulk - not structural	2031	O	8	ea	$10.00	$80.00

LDG - Project #30161 Prairie Knolls Middle School

December 15, 2021

Surveyed - July,2021

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A42	Door 11	c. Recommended	PM 96 305.3 Interior surfaces	Expansion joint caulk	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	15	lf	$10.00	$150.00
A43	125 Electrical	a. Urgent	IEC 2009	Electrical room - not to be used for storage	Clear out all stored items	2023	F	1	EA	$0.00	$0.00
A44	135 ?	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O		ea	$500.00	$0.00
A45	134 Kitchen	a. Urgent	185.370 m) 7 door hardware	Kitchen door 14 not secure - faulty latching	Investigate and repair/ replace door hardware	2023	F	1	EA	$500.00	$500.00
A46	130 Gym	b. Required	repair track and hardware	Gym partition wall not operable	Investigate and repair/ replace portion wall	2026	O	1	ea	$2,000.00	$2,000.00
A47	131 Fitness room	c. Recommended	PM 96 305.3 Interior surfaces	Caulk corner joints	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	10	lf	$10.00	$100.00
A48	130 Gym	c. Recommended	PM 96 305.3 Interior surfaces	Caulk corner joints	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	10	lf	$10.00	$100.00
A49	131 Gym	c. Recommended	PM 96 305.3 Interior surfaces	Spall spot	epoxy patch	2031	O	1	ea	$300.00	$300.00
A50	132 Gym	c. Recommended	PM 96 305.3 Interior surfaces	Wall baseboard at door 21	replace base at door threshold	2031	O	2	lf	$50.00	$100.00
A51	130D Men's Locker room	c. Recommended	PM 96 305.3 Interior surfaces	Separation of walls at caulking joints	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	24	lf	$10.00	$240.00
A52	230B Storage	c. Recommended	PM 96 305.3 Interior surfaces	Caulk corner joint	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	10	lf	$10.00	$100.00
A53	230 Wrestling	c. Recommended	PM 96 305.3 Interior surfaces	West wall caulk CMU/P.C. joint	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	15	lf	$10.00	$150.00
A54	Stair B111	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A55	179 Computer Lab	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A56	171 Science Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	2	ea	$100.00	$200.00
A57	175 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A58	174B Time Out	c. Recommended	PM 96 305.3 Interior surfaces	Crack in masonry sill	caulk and monitor	2031	O	2	lf	$10.00	$20.00
A59	168 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A60	166 Classroom	a. Urgent	185.370 (7) m	Hold open/ closer	Investigate and repair/ replace door hardware	2023	F	1	ea	$500.00	$500.00
A61	165 Classroom	a. Urgent	185.370 (7) m	Hold open/ closer	Investigate and repair/ replace door hardware	2023	F	1	ea	$500.00	$500.00
A62	165 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	2	ea	$100.00	$200.00
A63	163 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Masonry crack	caulk crack	2031	O	10	lf	$10.00	$100.00
A64	A101 Stairs	a. Urgent	185.370 (7) m	Magnetic hold open does not work	Investigate and repair/ replace door hardware	2023	F	1	ea	$500.00	$500.00
A65	266 Classroom	b. Required	185.370 (7) m	door hardware not functioning properly	Investigate and repair/ replace door hardware	2026	O	1	ea	$500.00	$500.00
A66	Upstairs red wing	c. Recommended	IMC 2009	Heat cab cover	re-attach loose cover	2031	O	1	ea	$50.00	$50.00
A67	128 Band	c. Recommended	PM 305.6 interior doors	Egress door 27 rusted out	replace door	2031	O	1	ea	$1,000.00	$1,000.00
A68	128 Band	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A69	South West Roof	b. Required	PM 304.7 roofs	Band roof tenting on SW corner	address tenting and reapply ballast	2026	O	9	sf	$20.00	$180.00
A70	126 Art Room	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A71	123A	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A72	123 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A73	121 Kitchen	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00

LDG - Project #30161 Prairie Knolls Middle School

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Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A74	120 Student Services	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A75	115 Office	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling	Investigate source of water and repair. Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A76	104 Office	c. Recommended	PM 96 305.3 Interior surfaces	Sill crack	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	2	lf	$20.00	$40.00
A77	185 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Caulk corner crack	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	10	lf	$10.00	$100.00
A78	187 Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Caulk corner crack	Remove old caulk and replace with new, prime and paint to match walls as needed	2031	O	10	lf	$10.00	$100.00
A79	189	a. Urgent	185.370 (7) m	Door closer doesn't open all the way	Investigate and repair/ replace door hardware	2023	F	1	ea	$500.00	$500.00
ELEC.											
E1	Cafeteria 134	a. Urgent	185.370.a.6	No exit sign on exit adjacent to room 231	Install exit sign	2023	F	1	ea	$500.00	$500.00
E2	Storage 132A	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	1	ea	$850.00	$850.00
E3	Stage 134A	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	1	ea	$850.00	$850.00
E4	Cafeteria 134	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	1	ea	$850.00	$850.00
E5	Toilet Rooms 103A,177C, 167C, 277C,267C	a. Urgent	185.395.d.4	No visual device	Add visual device	2023	F	5	ea	$850.00	$4,250.00
PLUMB.											
P-1	B005	b. Required	175.586	No emergency master gas shutoff valve.	Provide shutoff valve.	2026	O	1	ea	$2,000.00	$2,000.00
P-2	B001	b. Required	IPC 890.1130	Laundry tub faucet has no vacuum breaker.	Provide faucet with built-in vacuum breaker.	2026	O	1	ea	$300.00	$300.00
P-3	B009	b. Required	IPC 890.200	Floor cleanout cover is not secured.	Secure floor cleanout cover.	2026	O	1	ea	$100.00	$100.00
P-4	134	b. Required	IPC 890.680	Hand sink needs thermostatic mixing valve.	Provide thermostatic mixing valve for hand sink.	2026	O	1	ea	$200.00	$200.00
P-5	134F	b. Required	IPC 890.1130	Service sink faucet needs vacuum breaker.	Provide faucet with built-in vacuum breaker.	2026	O	1	ea	$300.00	$300.00
MECH											
M-1	Basement boiler	a. Urgent		Boiler room in basement has NO Emergency Shutoff	add shut off			1	EA	$2,000.00	$ 2,000.00
M-2	Basement boiler	b. required		Combustion air appears to come thru (2) low wall openings	duct combustion air to unit			1	ea	$2,000.00	$ 2,000.00
M-3	Basement Boiler	b. Required		Leak at SUH-5 in basement is dripping water on light fixture below	Repair unit leak			1	ea	$800.00	$ 800.00
M-4	Kitchen	a. Urgent		No Kitchen Hood Exhaust Inspections Posted	inspect unit			1	EA	$100.00	$ 100.00
					Sub-total - a. Urgent	without contingency					$13,800.00
					Sub-total - b. Required	without contingency					$154,580.00
					Sub-total - c. Recommended	without contingency					$384,450.00
					Sub-total						**$552,830.00**
					Contingency					$0.10	$55,283
					A/E Fees					$0.10	$60,811
					TOTAL - PRELIMINARY						**$668,924**

LDG - Project #30161 Prairie Knolls Middle School

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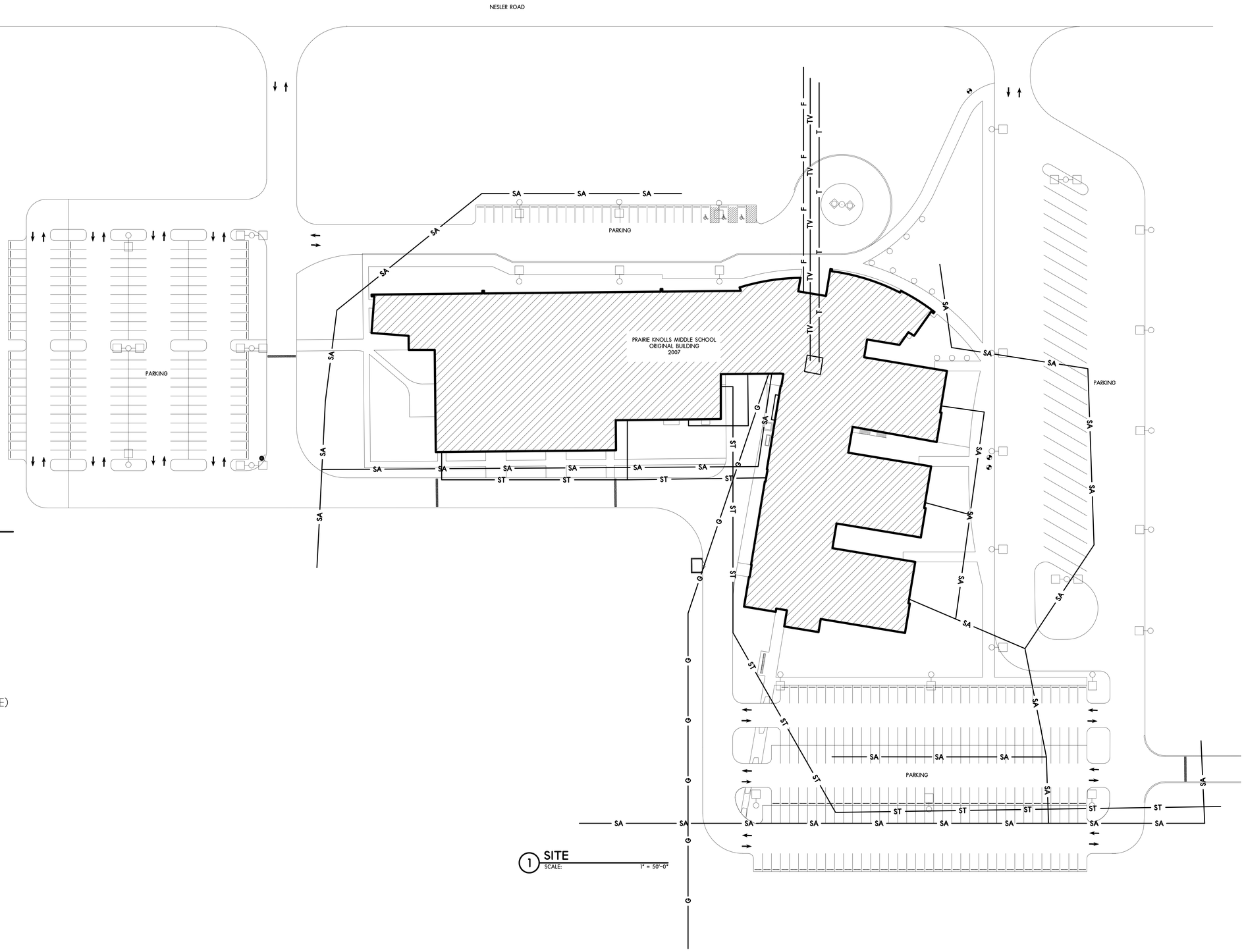
Surveyed - July,2021

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											



1 SITE
SCALE: 1" = 50'-0"

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠1 DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

SITE PLAN

SCALE: 1" = 50'-0"

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0789 Fax (815) 229-9867

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Not For Construction
Date: 11-03-21
LARSON & DARBY GROUP
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PRAIRIE KNOLLS MIDDLE SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
225 Nesler Road
Elgin, IL 60124

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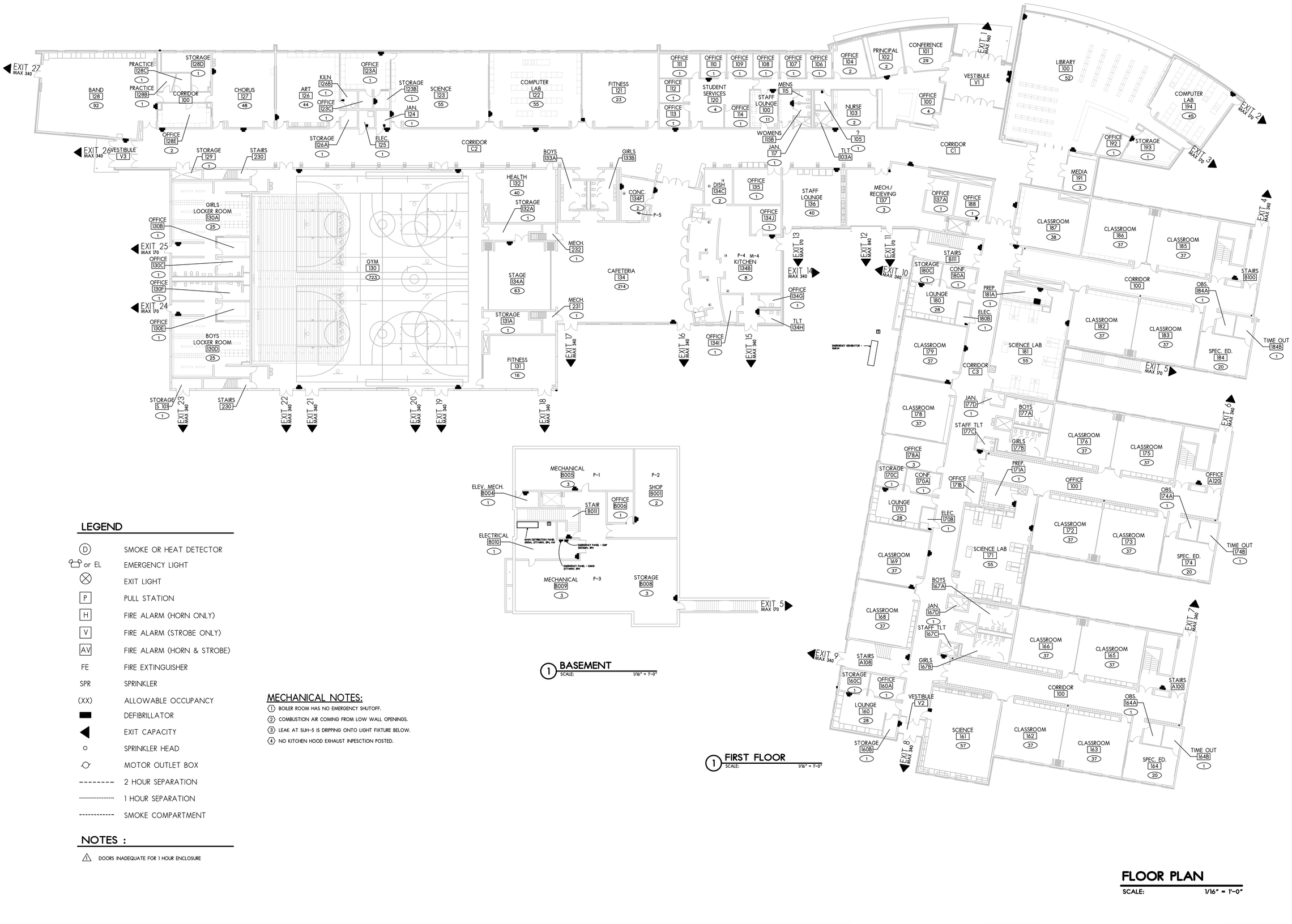
ISSUED FOR: DATE
DRAWN APPROVED

DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.0



LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⏀	MOTOR OUTLET BOX
--------	2 HOUR SEPARATION
.....	1 HOUR SEPARATION
----------	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

MECHANICAL NOTES:

1. BOILER ROOM HAS NO EMERGENCY SHUTOFF.
2. COMBUSTION AIR COMING FROM LOW WALL OPENINGS.
3. LEAK AT SUH-5 IS DRIPPING ONTO LIGHT FIXTURE BELOW.
4. NO KITCHEN HOOD EXHAUST INPESCTION POSTED.

① BASEMENT
SCALE: 1/16" = 1'-0"

① FIRST FLOOR
SCALE: 1/16" = 1'-0"

FLOOR PLAN
SCALE: 1/16" = 1'-0"

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DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.1

1 SECOND FLOOR
SCALE: 1/16" = 1'-0"

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⊙	MOTOR OUTLET BOX
--------	2 HOUR SEPARATION
·····-·····	1 HOUR SEPARATION
----------	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

FLOOR PLAN

SCALE: 1/16" = 1'-0"

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ISSUED FOR: DATE
DRAWN APPROVED

DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.2

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Prairie Knolls Middle School

Sub-total - a. Urgent	without contingency	$13,800.00
Sub-total - b. Required	without contingency	$154,580.00
Sub-total - c. Recommended	without contingency	$384,450.00
Sub-total		**$552,830.00**
Contingency		$55,283
A/E Fees		$60,811
TOTAL - PRELIMINARY		**$668,924**

Urgent items for Prairie Knolls Middle School were primarily comprised of adding fire and smoke protection devices, door hardware repair, and concrete repairs

10 – YEAR
SAFETY SURVEY REPORT
2021

COUNTRY TRAILS ELEMENTARY SCHOOL CENTRAL SD 301
37701 Highland Woods Blvd
Elgin, Illinois 60124

I. GENERAL

ENROLLMENT	Grades Pre K through 5th – 640 Students
CONSTRUCTION	Original Building 2007 (78,000 sf) – Types II (non-combustible) TOTAL = (78,000 sf)
BUILDING TYPE	Original Building and Additions (single story non – combustible)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
WATER SYSTEM	A 6” city water service enters through the south basement wall.
SANITARY SYSTEM	The building is served by multiple 6” sanitary lines exiting the building from various locations. There is a 6” grease manhole on sight located outside of the kitchen.

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.
HEIGHT	Two stories
FLOOR AREA	YEAR Original Building 78,000 sf. Total Building Area 78,000 sf.
EXTERIOR WALL CONSTRUCTION	Primarily masonry veneer wall with cavity insulation.
FLOOR CONSTRUCTION	Floors are concrete slab on grade.
ROOF CONSTRUCTION	Steel deck on steel joist roof structure and continuous rigid insulation above the deck with ballasted single ply membrane roof.
INTERIOR WALL CONSTRUCTION	Gypsum board.
INTERIOR FINISH	Walls are painted gypsum wall board.

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Not Applicable
WINDOWS	Aluminum windows are not secondary means of egress.
FIRE ESCAPES	Not Applicable
EXIT SIGNS	Illuminated exist sign units appear to be adequately located throughout and in compliance. Exit signs are connected to the emergency power.
EMERGENCY LIGHTING	Emergency lighting fixtures served by the emergency stand-by generator located throughout the building illuminating assembly occupancies, exits, and paths of travel.

V. UTILITIES

HEATING PLANT	High pressure boiler heat plant
VENTILATION	Mechanical ventilation with fresh air make-up.
AIR CONDITIONING	Provided universally
GAS SERVICE	The gas meter is located on the northeast side of the building, outside of the music room. The building is provided with 2.0 psi delivery pressure. A 4” gas line enters the building in the basement.
WATER HEATER	Building is served by (2) 399 MBH water heaters located in the basement. Hot water is fed from the water heaters to a 500 gallon hot water storage tank prior to distribution.
ELECTRICAL SYSTEMS	**Wiring:** During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of

various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection.

Electrical Service: The buildings electrical system consists of a 2000 amp 480/277V, 3 phase metered.

Panels, switches, and circuit breakers are in good condition. Classroom fixtures provide adequate illumination levels.

There is a 100KW natural gas fired emergency generator connected to two emergency power panels. The generator appears visually to be in good condition.

Rescue Assistance System: There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.

PLUMBING SYSTEMS	The water service is fed through a water meter and 4” backflow preventer and a 4” cold water pipe is distributed through the building.
FIRE PROTECTION SYSTEMS	The fire protection system is served by a 6” fire service which enters the basement. The fire service is routed through a 6” backflow preventer. There are (2) fire risers after the backflow preventer which serve the building.

VI. PRIVATE PROTECTION

FIRE ALARM SYSTEM	Provided and monitored
AUTOMATIC SPRINKLERS	Automatic sprinklers are provided throughout the building.
AUTOMATIC HEAT DETECTION	None

10 – YEAR
SAFETY SURVEY REPORT
2021

	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	N/A
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Country Trails Elementary School

Sub-total - a. Urgent	without contingency	$15,600.00
Sub-total - b. Required	without contingency	$26,400.00
Sub-total - c. Recommended	without contingency	$344,230.00
Sub-total		**$386,230.00**
Contingency		$38,623
A/E Fees		$42,485
TOTAL - PRELIMINARY		**$467,338**

Urgent Items for the Country Trails Elementary school were primarily comprised of minor ada updates, concrete repair, some door hardware work and installation of exit signage.

LDG - Project #30161 Country Trails Elementary School

December 15, 2021

Surveyed - July, 2021

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	Main Entrance	b. Required	PM 96 304 exterior	Masonry issues on red CMU wall	Re-surface wall	2026	O	1000	sf	$12.00	$12,000.00
A2	Door 2	b. Required	PM 96 304 exterior	Sill sweep damage	Replace sill sweep	2026	O	1	ea	$200.00	$200.00
A3	Door 4	a. Urgent	ADA 2010/ IAC 2018	Walk slab has settled, trip hazard - not ADA	mudjack sunken walk	2023	F	50	sf	$50.00	$2,500.00
A4	Door 5	a. Urgent	ADA 2010/ IAC 2019	Walk slab has settled, trip hazard - not ADA	mudjack sunken walk	2023	F	50	sf	$50.00	$2,500.00
A5	Door 6	a. Urgent	ADA 2010/ IAC 2020	Walk slab has settled, trip hazard - not ADA	mudjack sunken walk	2023	F	50	sf	$50.00	$2,500.00
A6	Door 7	a. Urgent	ADA 2010/ IAC 2021	Walk slab has settled, trip hazard - not ADA	mudjack sunken walk	2023	F	50	sf	$50.00	$2,500.00
A7	Door 8	b. Required	PM 96 304 exterior	Seal stoop slab joints	Seal joints	2026	O	15	lf	$10.00	$150.00
A8	Door 9	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A9	Door 10	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A10	Door 11	b. Required	PM 96 304 exterior	Sill sweep damage	Replace sill sweep	2026	O	1	ea	$200.00	$200.00
A11	Door 12	b. Required	PM 96 304 exterior	Damaged panel near Door 12	Investigate cause and repair	2026	O	1	ea	$1,000.00	$1,000.00
A12	Between Door 11 & 12	c. Recommended	PM 96 304 exterior	Windows missing sill seal	Re-seal perimeter of window	2031	O	1	ea	$200.00	$200.00
A13	Right of Door 4	b. Required	PM 96 304 exterior	Corroded pipe collar staining brick	Replace pipe color and clean brick stains	2026	O	1	ea	$500.00	$500.00
A14	Left of Door 13	a. Urgent	PM 96 304 exterior	Pipe too short and broken/ missing seal	Extend pipe and seal	2023	O	1	ea	$500.00	$500.00
A15	Door 15	c. Recommended	PM 96 304 exterior	Down spout erosion	Extend down spout away from building	2031	O	1	ea	$200.00	$200.00
A16	Outside 145 - Classroom	c. Recommended	PM 96 304 exterior	Down spout damaged	Replace downspout	2031	O	15	lf	$20.00	$300.00
A17	Outside 157 - Classroom	c. Recommended	PM 96 304 exterior	Down spout damaged	Replace downspout	2031	O	15	lf	$20.00	$300.00
A18	Right of Door 17	c. Recommended	PM 96 304 exterior	Down spout damaged	Replace downspout	2031	O	15	lf	$20.00	$300.00
A19	Bus drive	c. Recommended	PM 96 304 exterior	Broken storm grate	Replace damaged storm grate	2031	O	1	ea	$500.00	$500.00
A20	Bus drive curb on sidewalk	c. Recommended	PM 96 304 exterior	Chipped curb	Repair chipped curb	2031	O	20	lf	$100.00	$2,000.00
A21	Bus drive curb on sidewalk	c. Recommended	PM 96 304 exterior	Paint gone/ fading	Repaint	2031	O	200	lf	$8.00	$1,600.00
A22	Door 19	a. Urgent	PM 96 304 exterior	Stoop settled, trip hazard - not ADA	mudjack sunken stoop	2023	F	50	sf	$50.00	$2,500.00
A23	Door 20	c. Recommended	PM 96 304 exterior	Bent fascia metal	Repair/ replace damaged fascia	2031	O	1	ea	$200.00	$200.00
A24	North of Building & Bus Drive	c. Recommended	PM 96 304 exterior	Old pavement - deteriorating	Re-pave within 5 years	2031	O	16000	sf	10	$160,000.00
A25	Exterior of east wall of Gym	c. Recommended	PM 96 304 exterior	Dirty CMU	Investigate and clean CMU	2031	O	100	sf	10	$1,000.00
A26	Throughout	c. Recommended	PM 96 304 exterior	Paint damaged on exterior columns, common	Repaint	2031	O	4	ea	200	$800.00
A27	Between Door 5 & 6	c. Recommended	PM 96 304 exterior	Cracked clean out cover	Replace cracked cover	2031	O	1	ea	200	$200.00
A28	Right of main entrance	a. Urgent	PM 96 304 exterior	FDC overgrown with bushes	Trim bushes and expose FDC	2023	F	1	ea	500	$500.00
A29	Throughout	c. Recommended	PM 96 304 exterior	Landscaping overgrown, typ	Maintain landscaping	2031	O	1	-	5000	$5,000.00
A30	110 - Work Space	b. Required	PM 96 305.3 Interior surfaces	Water damage on ceiling tiles	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A32	Main Entrance Corridor	c. Recommended	PM 96 305.3 Interior surfaces	Extensive cracking in floor tile running north-south	Investigate and replace tile	2031	O	2000	sf	$15.00	$30,000.00
A33	Main Entrance Corridor	c. Recommended	PM 96 305.3 Interior surfaces	Caulking at control joint in west wall missing	Recaulk	2031	O	10	lf	$10.00	$100.00
A34	118 - Restroom	c. Recommended	PM 96 305.3 Interior surfaces	Epoxy floor damage	Investigate and re-epoxy floor	2031		55	sf	20	$1,100.00
A37	Office - 120A	c. Recommended	PM 96 305.3 Interior surfaces	Separation at corner	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A38	127 - Classroom - Door 5	c. Recommended	2009 PM 304.14 exterior doors	Compromised weather stripping at bottom of door	Replace weatherstripping, investigate door and replace hardware as needed	2031	O	1	ea	$200.00	$200.00
A39	128 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Cracking in floor tile running north-south	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A40	132 - Receiving - Door 9	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A41	133 - Kitchen	c. Recommended	PM 96 305.3 Interior surfaces	Multiple extensive cracks in flooring tile	Investigate and replace tile	2031	O	790	sf	$15.00	$11,850.00
A42	134 - Multi-Purpose - Door 11	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A43	135 - Multi-Purpose - Door 12	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A44	136 - Multi-Purpose	c. Recommended	PM 96 305.3 Interior surfaces	Extensive west-east crack in floor tile on north side of room	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A45	136 - Multi-Purpose	c. Recommended	PM 96 305.3 Interior surfaces	Extensive west-east crack in floor tile on south side of room	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A46	136 - Multi-Purpose	c. Recommended	PM 96 305.3 Interior surfaces	Cracking on sill along windows	Investigate cause of crack and repair crack and paint to match	2031	O	1	ea	$100.00	$100.00

LDG - Project #30161 Country Trails Elementary School

December 15, 2021

Surveyed - July, 2021

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ARCH											
A47	136 - Multi-Purpose	c. Recommended	PM 96 305.3 Interior surfaces	Baseboard damage next to door 12	Repair and replace wall damage and baseboard cover	2031	O	1	ea	$500.00	$500.00
A48	134A - Storage	b. Required	2009 PM 304.14 exterior doors	Bad door	Investigate and replace door	2026	O	1	ea	$1,000.00	$1,000.00
A49	138 - Gym - Door 14	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A50	138 - Gym - Door 14	c. Recommended	2009 PM 304.14 exterior doors	Compromised weather stripping	Replace weatherstripping, investigate door and replace hardware as needed	2031	O	1	ea	$200.00	$200.00
A51	138 - Gym - Door 14	c. Recommended	PM 96 305.3 Interior surfaces	Floor warping at mullion	Repair floor at mullion	2031	O	12	sf	$50.00	$600.00
A52	138 - Gym	c. Recommended	PM 96 305.3 Interior surfaces	CMU separation at north northeast corner	Recaulk corner and paint to match	2031	O	10	lf	$10.00	$100.00
A53	138 - Gym	c. Recommended	PM 96 305.3 Interior surfaces	CMU separation at north southeast corner	Recaulk corner and paint to match	2031	O	10	lf	$10.00	$100.00
A54	139A - Storage	a. Urgent	IFC 2003	Items stacked/ stored within 18" of ceiling	Do not store anything within 18" of ceiling	2023	F	1	ea	$0.00	$0.00
A55	139 - Music	c. Recommended	PM 96 305.3 Interior surfaces	CMU separation at north southeast corner	Recaulk corner and paint to match	2031	O	10	lf	$10.00	$100.00
A56	139 - Music	c. Recommended	PM 96 305.3 Interior surfaces	CMU separation at north southwest corner	Recaulk corner and paint to match	2031	O	10	lf	$10.00	$100.00
A57	Door 20	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A58	Door 20	c. Recommended	2009 PM 304.14 exterior doors	Compromised weather stripping	Replace weatherstripping, investigate door and replace hardware as needed	2031	O	1	ea	$200.00	$200.00
A59	Door 19	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Remove Rust, prime and paint	2031	O	5	lf	$100.00	$500.00
A60	Door 19	c. Recommended	2009 PM 304.14 exterior doors	Compromised weather stripping	Replace weatherstripping, investigate door and replace hardware as needed	2031	O	1	ea	$200.00	$200.00
A61	Corridor C3	c. Recommended	PM 96 305.3 Interior surfaces	Multiple spots of extensive cracking in floor tile	Investigate and replace tile	2031	O	2500	sf	$15.00	$37,500.00
A62	145 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Repaired sill crack caulking damaged	Investigate cause of crack and repair crack and paint to match	2031	O	8	lf	$10.00	$80.00
A63	146 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Corner crack	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A64	147 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Crack in floor tile	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A65	148 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Multiple cracks in floor tile	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A66	150 - Women's Restroom	a. Urgent	ADA 2010/ IAC 2019	Fix pipe cover under sink	Cover pipes under sinks to meet ADA requirements	2023	O	2	ea	$200.00	$400.00
A67	150 - Women's Restroom	c. Recommended	PM 96 305.3 Interior surfaces	Severe cracking in floor	Investigate and repair/ patch floor	2031	O	10	sf	$15.00	$150.00
A68	151 - Janitor	b. Required	PM 96 305.3 Interior surfaces	Crack in mop basin	Investigate and replace	2026	O	1	ea	$500.00	$500.00
A69	152 - Men's Restroom	c. Recommended	PM 96 305.3 Interior surfaces	Multiple severe cracks in floor	Investigate and repair floor	2031	O	10	sf	$15.00	$150.00
A70	All Doors	a. Urgent	IFC 2003	No hold opens	Hold opens not permitted, remove and discontinue use	2023	F	1	ea	$0.00	$0.00
A71	206 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Corner crack	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A72	208 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Extensive crack in floor tile	Investigate and replace tile	2031	O	800	sf	$15.00	$12,000.00
A73	213 - Mech	c. Recommended	PM 96 305.3 Interior surfaces	Extensive crack in concrete floor	Investigate and repair/ patch concrete floor	2031	O	800	sf	$15.00	$12,000.00
ELEC.											
E1	1 - Mechanical	a. Urgent	185.370.a.6	Missing exit sign at stair 140	Install exit sign	2023	F	1	ea	$500.00	$500.00
E2	1-Mechanical	b. Required	185.395.d.4	No smoke detector or Audio visual device	Install smoke detectors and AV's	2026	O	1	ea	$850.00	$850.00
E3	3-Storage	b. Required	185.395.d.4	No smoke detector	Install smoke detectors	2026	O	1	a	$850.00	$850.00
E4	133A-	b. Required	185.395.d.4	No smoke detector	Install smoke detectors	2026	O	1	ea	$850.00	$850.00
E5	133	a. Urgent	185.370.a.6	Missing exit sign	Install exit sign	2023	F	1	ea	$500.00	$500.00
E6	133B	b. Required	185.395.d.4	No visual device	Install visual device	2026	O	1	ea	$850.00	$850.00
E7	132	a. Urgent	185.370.a.6	Missing exit sign	Install exit sign	2023	F	1	ea	$500.00	$500.00
E8	125,129	b. Required	185.395.d.4	No smoke detector	Install smoke detectors	2026	O	1	ea	$850.00	$850.00
E9	123A,123B	b. Required	185.395.d.4	No smoke detector	Install smoke detectors	2026	O	2	ea	$850.00	$1,700.00
E10	117A,117B	b. Required	185.395.d.4	No visual device	Install visual device	2026	O	2	ea	$850.00	$1,700.00

LDG - Project #30161 Country Trails Elementary School

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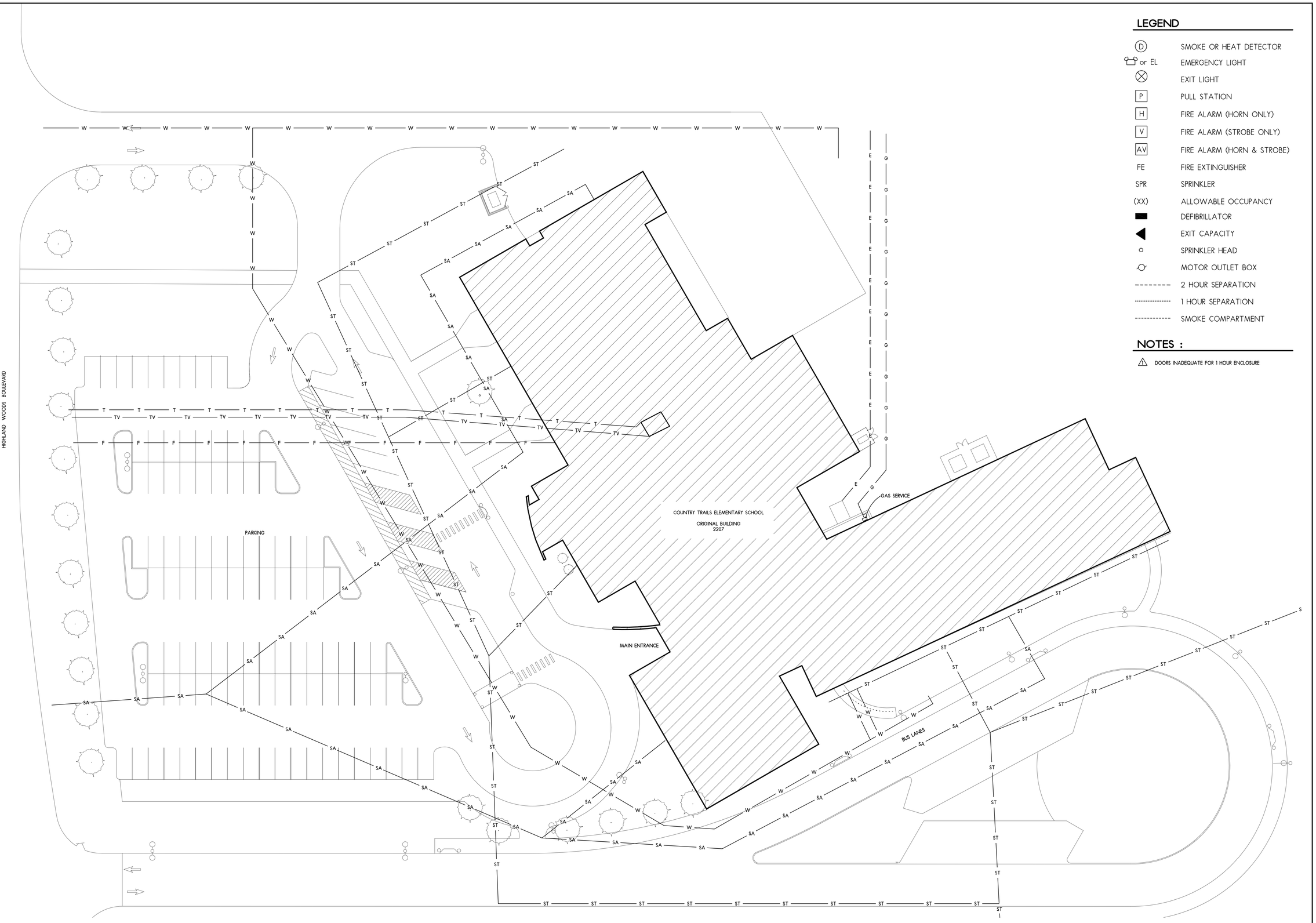
ARCH											
MECH											
M1	1 MECH	a. Urgent	185.495	No Boiler Inspections Posted for Boiler Room in Basement		2023	f	1	EA	$ 100.00	$ 100.00
M2	133 KITCHEN	a. Urgent	185.46	No Kitchen Hood Exhaust Inspections Posted		2023	f	1	EA	$ 100.00	$ 100.00
PLUMB.											
P-1	147	b. Required	IPC 890.200	Adjust CW handle from hitting wall.	Adjust handle.	2026	O	1	ea	$100.00	$100.00
P-2	152	b. Required	IPC 890.650	No Anti-microbial toilet seats.	Provide anti-microbial seats.	2026	O	3	ea	$100.00	$300.00
P-3	150	b. Required	IPC 890.650	No Anti-microbial toilet seats.	Provide anti-microbial seats.	2026	O	8	ea	$100.00	$800.00
P-4	133	b. Required	IPC 890.730	Missing grate of floor sink.	Provide grate.	2026	O	1	ea	$100.00	$100.00
P-5	133	b. Required	IPC 890.1140	No backflow preventer for chemical connection above sink.	Provide backflow preventer.	2026	O	1	ea	$500.00	$500.00
P-7	133	b. Required	IPC 890.200	No insulation on gas water heater piping.	Insulate piping.	2026	O	1	ea	$300.00	$300.00
P-8	132A	b. Required	IPC 890.1140	No backflow preventer on chemical connection.	Provide backflow preventer.	2026	O	1	ea	$500.00	$500.00
P-9	Exterior	b. Required	185.485	Gas meter shutoff valve needs identification sign and red paint.	Provide sign and paint valve red.	2026	O	1	ea	$100.00	$100.00
					Sub-total - a. Urgent	without contingency					$15,600.00
					Sub-total - b. Required	without contingency					$26,400.00
					Sub-total - c. Recommended	without contingency					$344,230.00
					Sub-total						**$386,230.00**
					Contingency					10%	$38,623
					A/E Fees					10%	$42,485
					TOTAL - PRELIMINARY						**$467,338**



1 SITE PLAN
SCALE: 1" = 20'-0"

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
	MOTOR OUTLET BOX
--------	2 HOUR SEPARATION
.....	1 HOUR SEPARATION
----------	SMOKE COMPARTMENT

NOTES :

1. DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

SITE PLAN

SCALE: 1" = 20'-0"

North

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0709 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21

LARSON & DARBY GROUP
architects-engineers-interiors

COUNTRY TRAILS ELEMENTARY SCHOOL – CENTRAL SD 301

HEALTH LIFE SAFETY SURVEY

3701 Highland Woods Blvd
Elgin, IL 60124

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All drawn and written information appearing herein shall not be duplicated, disclosed, or otherwise used without the written consent of Larson & Darby Group

ISSUED FOR: DATE

DRAWN APPROVED

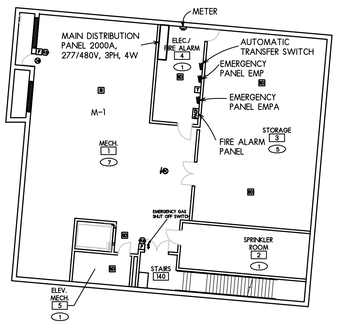
DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.0

LEGEND

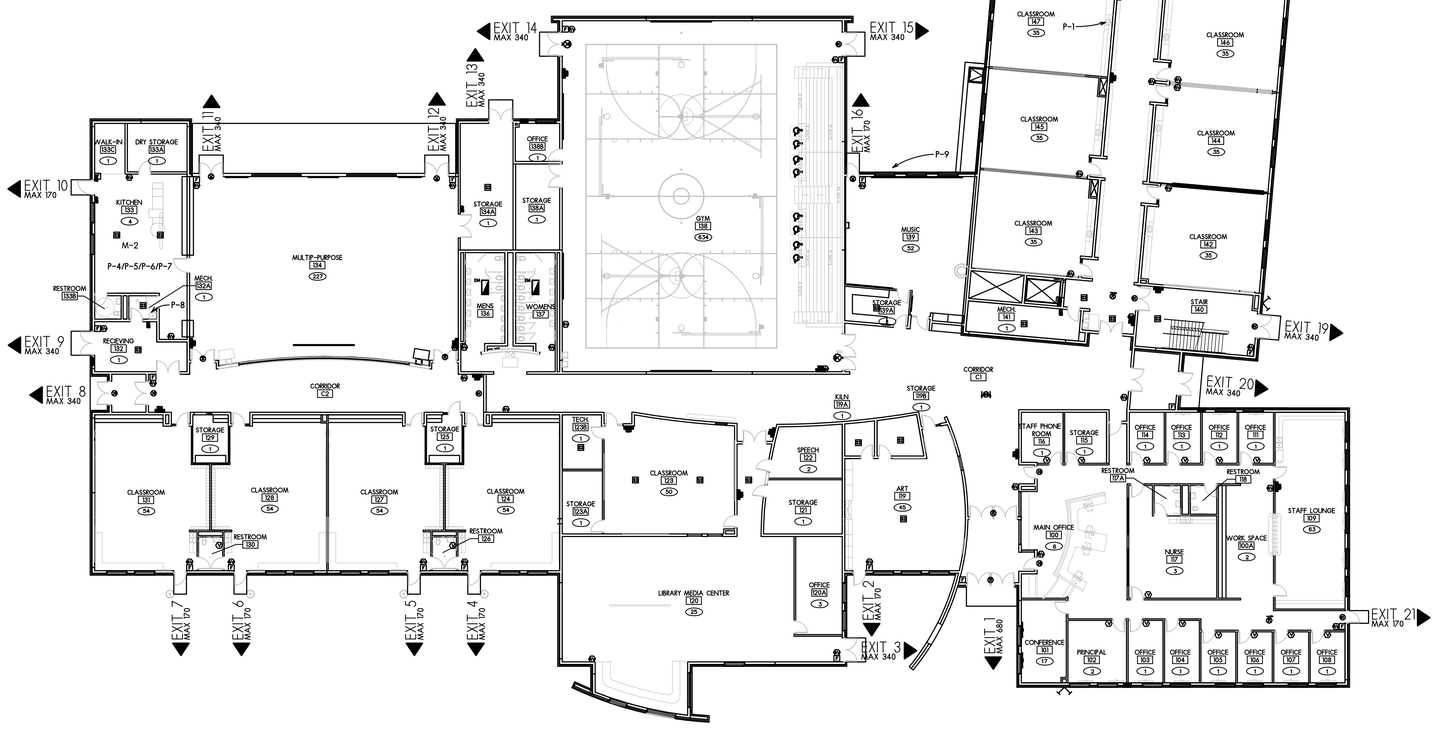
(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⏀	MOTOR OUTLET BOX
— — —	2 HOUR SEPARATION
-------	1 HOUR SEPARATION
— — —	SMOKE COMPARTMENT

NOTES :

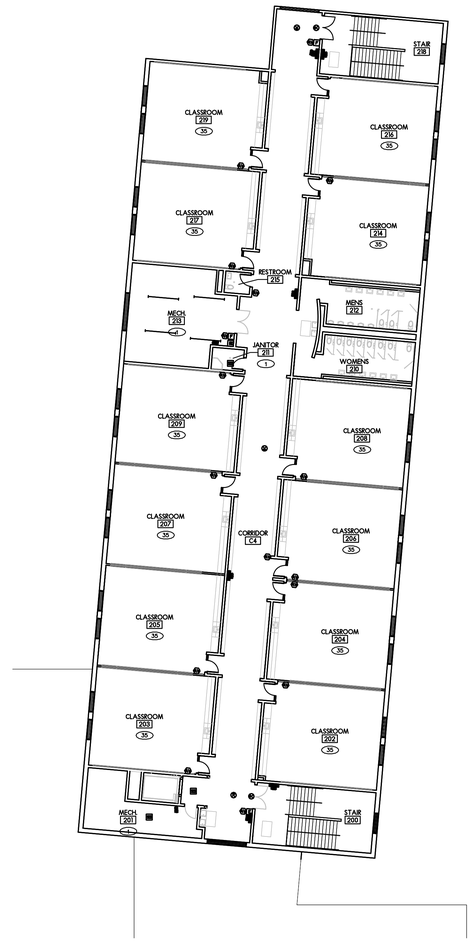
⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE



1 BASEMENT FLOOR PLAN
SCALE: 1/16" = 1'-0"



2 FIRST FLOOR PLAN
SCALE: 1/16" = 1'-0"



3 SECOND FLOOR PLAN
SCALE: 1/16" = 1'-0"

FLOOR PLAN
SCALE: 1/16" = 1'-0"

North

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0779 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21

LARSON & DARBY GROUP
architects · engineers · interiors

COUNTRY TRAILS ELEMENTARY SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
3701 Highland Woods Blvd
Elgin, IL 60124

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ISSUED FOR:	DATE
DRAWN	APPROVED

DATE:	11-03-21
PROJECT NUMBER	30161
SHEET NUMBER	A1.1

Larson & Darby Group
Architecture Engineering Interiors

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10 – YEAR
SAFETY SURVEY REPORT
2021

HOWARD B. THOMAS GRADE SCHOOL CENTRAL SD 301
44 W 575 PLATO ROAD
Hampshire, Illinois 60140

I. GENERAL

ENROLLMENT	Grades Pre-K through 5 – 693 Students
CONSTRUCTION	Original Building 1996 (65,167 sf) – Types II (non-combustible) ADDITIONS: 2006 Addition(16,000 sf) TOTAL = (81,167 sf.)
BUILDING TYPE	Original Building and Additions (single story non – combustible)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
LOCAL FIRE ALARM SYSTEM	Automatic telephone dialer. Simplex 4002
NEAREST FIRE STATION	Served by the Burlington Fire Department located at 154 South Street, Burlington, IL – approx. 4.5 miles away.
WATER SYSTEM	City water – A 4” domestic water main enters the building within the water service room 159. This water main is fed from the schools potable water well located

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.
HEIGHT	One story.
FLOOR AREA	1996 Original Building 65,167sf. 2006 Addition 16,000 sf. Total Building Area 81,167 sf.
EXTERIOR WALL CONSTRUCTION	Precast concrete panels.
FLOOR CONSTRUCTION	Floors are concrete slab on grade.
ROOF CONSTRUCTION	Standing seam metal roof and ballasted membrane roof system.
INTERIOR WALL CONSTRUCTION	Gypsum board.
INTERIOR FINISH	Walls are painted gypsum wall board.

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III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Stairs are metal pan filled with concrete. Adequate in arrangement, size, and protection except where otherwise mentioned in this report.
WINDOWS	N/A
FIRE ESCAPES	N/A
EXIT SIGNS	Illuminated exist sign units appear to be adequately located throughout and in compliance. Exit signs are battery pak type.
EMERGENCY LIGHTING	Emergency lighting units appear to be adequately located throughout and are in compliance. Emergency lights are battery pak type.

IV. SPECIAL OCCUPANCY

GYMNASIUM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
BOILER ROOM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.
MECHANICAL EQUIPMENT & STORAGE ROOMS	Separated from the rest of the school with concrete block and rated hollow metal door and frame assembly.

V. UTILITIES

HEATING PLANT	Two gas fired boilers provide the majority of the heat for the 1996 building. The boilers are Bryan HELC-240 flex tube boilers. The input of each boiler is 2400 CFH.
HEATING DISTRIBUTION	The method of heat distribution for the building is through hot water supply and return piping. A hot water pump (one primary and one standby) circulated hot water to classroom unit ventilators, air handling units,

	convectors, finned tube radiation, suspended unit heaters and cabinet unit heaters. The method of heat distribution for the main office, the LRC, the gymnasium and multi-purpose room is through air handling units with hot water coils. Heat is distributed via ductwork. Rooms with exterior exposure have supplemental hot ware heat.
VENTILATION	Ventilation to the classrooms is provided by unit ventilators. Ventilation to the main office is provided by an air handling unit with (VAV) boxes and hot water reheat coils. Ventilation to the LRC, gymnasium and multi-purpose room is provided by constant volume air handling units.
AIR CONDITIONING	Cooling in the main office area is generated through the VAV air handling unit equipped with a 'DX' coil and a roof mounted air cooled condensing unit. Cooling in the LRC is generated through the constant volume air handling unit equipped with a 'DX' coil and a roof mounted air cooled condensing unit. Cooling in the computer lab and small group instructional room is generated through ceiling mounted unit ventilators equipped with a 'DX' coil and a roof mounted air cooled condensing unit. The remainder of the building is heating only.
GAS SERVICE	Natural gas enters on the north side of the building, just west of the main entrance. The low-pressure service (7" W.C.) is equipped with a gas meter, pressure regulator and shut-off valve.
WATER HEATER	A 27,000 BTuh, 125 gallon atmospheric gas fired vertical storage water heater. This heater serves the entire school.
ELECTRICAL SYSTEMS	**Wiring:** During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires

shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection.

Electrical Service: The buildings electrical system consists of a 1200 amps 480Y/277V, 3-phase metered. Panels, switches, and circuit breakers are in good condition. Classroom fixtures provide adequate illumination levels.

Rescue Assistance System: There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.

PLUMBING SYSTEMS

The 4” domestic water main enters the building within the water service room 159. This water main is fed from the school potable water well located on the property. Within the water service room is a hydro-pneumatic storage tank (approx. 5,500 gallons) to hold potable water and provide system pressure when well pump is not running. The raw domestic water is softened through an ion exchange softener located within the water service room 159. A 4” domestic water main serves the entire school.

FIRE PROTECTION SYSTEMS

The fire protection consists of a vertical water storage tank (approx. 8,000 gallons) and a fire pump. The storage tank is filled from the potable water system. The fire pump is an in-line pump rated at 250 GPM. This equipment serves the sprinkler system for the entire school.

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VI.	**PRIVATE PROTECTION**	
	FIRE ALARM SYSTEM	Simplex 4002, with direct line to the fire department.
	AUTOMATIC SPRINKLERS	Entire building.
	AUTOMATIC HEAT DETECTION	Automatic heat and smoke detectors throughout the building with direct connection to fire department.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	N/A
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Howard B Thomas Grade School

Sub-total - a. Urgent	without contingency	$34,800.00
Sub-total - b. Required	without contingency	$49,550.00
Sub-total - c. Recommended	without contingency	$351,910.00
Sub-total		**$436,260.00**
Contingency		$43,626
A/E Fees		$47,989
TOTAL - PRELIMINARY		**$527,875**

Urgent Items for HBT were primarily comprised of ada updates, minor repairs to structural elements, replacement of some wire glass, and adding some fire and smoke protection devices.

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Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	105 Main Office	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A2	109 Conference	b. Required	2003 PM 304.13 exterior windows	Window interior seal failed - window fogged inside panes	replace window pane	2026	O	1	ea	$500.00	$500.00
A3	109 Conference	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks at corner	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A4	125 Teachers Lounge	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A5	125 Teachers Lounge	c. Recommended	2003 PM 305.3 Interior Surfaces	Carpet deteriorating	replace carpet	2031	O	850	sf	$15.00	$12,750.00
A6	123 Faculty Women's Toilet	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A7	129 Office	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A8	145 Kindergarten	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A9	147 Toilet	a. Urgent	IPC 2014	Toilet base broken	replace toilet	2023	F	1	ea	$500.00	$500.00
A10	155 Kindergarten	b. Required	2003 PM 304.14 exterior doors	Weather stripping at Door 14 deteriorating	Replace weatherstripping, investigate door and replace hardware as needed	2026	O	1	ea	$200.00	$200.00
A11	161 Girls Bathroom	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered - not ADA	Insulate and cover sink pipes	2023	F	2	ea	$100.00	$200.00
A12	161 Girls Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks at corner	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A13	163 Boys Bathroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A14	163 Boys Bathroom	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered - not ADA	Insulate and cover sink pipes	2023	F	2	ea	$100.00	$200.00
A15	163 Boys Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A16	V6 Vestibule	c. Recommended	2003 PM 305.3 Interior Surfaces	Tile damage at door threshold	replace flooring	2031	O	140	sf	$15.00	$2,100.00
A17	Corridor A	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling outside room 170	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A18	170 Multipurpose Room	a. Urgent	430 ILCS 60	Wire glass present at doors and windows	Replace wire glass in frames and doors	2023	F	1	ea	$500.00	$500.00
A19	170 Multipurpose Room	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A20	170 Multipurpose Room	c. Recommended		Cracks present in vct floor at threshold to room 186	replace flooring	2031	O	12	sf	$15.00	$180.00
A21	186 Multipurpose Room	a. Urgent	430 ILCS 60	Wire glass present at doors	Replace wire glass in frames and doors	2023	F	1	ea	$500.00	$500.00
A22	Door 10	c. Recommended	2003 PM 304.14 exterior doors	Frame rust	replace door frame	2031	O	1	ea	$1,000.00	$1,000.00
A23	120 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	3	ea	$500.00	$1,500.00
A24	110 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A25	110 Classroom	b. Required	2003 PM 304.13 Interior Surfaces	Window seals deteriorating	Replace seals	2023	O	1	ea	$200.00	$200.00
A26	180 Kitchen	a. Urgent	430 ILCS 60	Wire glass present at door	Replace wire glass in frames and doors	2023	F	1	ea	$500.00	$500.00
A27	188 Storage	a. Urgent	430 ILCS 60	Wire glass present at door	Replace wire glass in frames and doors	2023	F	1	ea	$500.00	$500.00
A28	Door 7	c. Recommended	09 PM 304.15	Rust at bottom of door	Replace Door and Frame	2023	O	1	ea	$5,000.00	$5,000.00
A29	Door 7	a. Urgent	185.370(m)(7) door hardware	Closer doesn't work correctly	Replace door hardware	2023	F	1	ea	$1,000.00	$1,000.00
A30	Corridor C	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on clerestory walls	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A31	V2 Vestibule	a. Urgent		Walk-off mat damaged/ not laying correctly		2023	F	1	ea	$1,000.00	$1,000.00

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ARCH											
A32	V2 Vestibule	c. Recommended	2003 PM 305.3 Interior Surfaces	VCT floor damaged	replace flooring	2031	O	60	sf	$15.00	$900.00
A33	V2 Vestibule	b. Required	2003 PM 304.14 exterior doors	Exterior door frame rust	replace doors hardware and frame	2026	O	1	ea	$5,000.00	$5,000.00
A34	201 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Multiple spots of water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A35	201 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Multiple cracks in walls	Investigate cause of crack and repair crack and paint to match	2031	O	18	lf	$10.00	$180.00
A36	301 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A37	305 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Corner Cracks	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A38	309 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Corner cracks	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A39	309 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	VCT floor cracks	replace flooring	2031	O	860	sf	$15.00	$12,900.00
A40	309 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A41	317 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A42	321 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A43	321 Classroom	c. Recommended	2008 PM 305.3 Interior Surfaces	Counter caulking deteriorating/ pulling from wall	Re-seal counter (backsplash)	2031	O	20	lf	$10.00	$200.00
A44	321 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Corner cracks	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A45	329 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in corners	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A46	329 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Window sill crack	seal cracks	2023	O	8	lf	$10.00	$80.00
A47	329 Classroom	a. Urgent		Window seals damaged	replace seals	2023	F	1	ea	$200.00	$200.00
A48	332 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Sill cracks	Investigate and repair	2031	O	8	lf	$10.00	$80.00
A49	332 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Counter pulling from wall	reseal counter backsplash	2023	O	20	lf	$10.00	$200.00
A50	V3 Vestibule	a. Urgent	PM 304.6 exterior structure	Column rust	remove rust, apply prohibitor, prime and paint	2023	F	1	ea	$200.00	$200.00
A51	V3 Vestibule	c. Recommended	2003 PM 305.3 Interior Surfaces	VCT floor cracking and breaking	replace flooring	2031	O	140	sf	$15.00	$2,100.00
A52	Corridor D	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A53	314 Girls Bathroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A54	314 Girls Bathroom	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered - not ADA	Insulate and cover sink pipes	2023	F	2	ea	$200.00	$400.00
A55	314 Girls Bathroom	b. Required	2003 PM 305.3 Interior Surfaces	Wall baseboard peeling	Secure or replace	2026	O	15	lf	$30.00	$450.00
A56	310 Mechanical	c. Recommended	2003 PM 305.3 Interior Surfaces	Mop basin cracking	Replace Mop Basin	2031	O	1	ea	$500.00	$500.00
A57	310 Mechanical	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall at mop basin deteriorating	Repair wall	2031	O	25	sf	$10.00	$250.00
A58	310 Mechanical	c. Recommended	2003 PM 305.3 Interior Surfaces	Wall cracks present	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A59	300 Learning Resource Center	a. Urgent	430 ILCS 60	Wire glass present in windows and door	Replace wire glass in frames and doors	2023	F	1	ea	$500.00	$500.00
A60	300 Learning Resource Center	c. Recommended	2003 PM 305.3 Interior Surfaces	Ceiling tile dirty at vent	Replace ceiling tile	2031	O	8	sf	$50.00	$400.00

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A61	Corridor E	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor cracking outside room 205	replace flooring	2031	O	2000	sf	$10.00	$20,000.00
A62	203 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A63	203 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Corner cracks in GWB	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A64	205 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Ceiling tile missing	replace tile	2031	O	1	ea	$50.00	$50.00
A65	210 Classroom	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A66	210 Classroom	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass in frames and doors	2023	F	1	ea	$500.00	$500.00
A67	210 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Ceiling tile falling	replace tile , repair grid	2031	O	16	sf	$10.00	$160.00
A68	216 Classroom	a. Urgent		Mold/ mildew at bottom of windows	clean windows replace seals	2023	F	3	ea	$200.00	$600.00
A69	212 Girls Bathroom	a. Urgent	IPC 2014	Missing pipe insulation	Insulate and cover sink pipes	2023	F	3	ea	$200.00	$600.00
A70	212 Girls Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor cracks	replace flooring	2031	O	8	sf	$30.00	$240.00
A71	214 Boys Bathroom	a. Urgent	ADA 2010/IAC 2018	Missing pipe insulation	Insulate and cover sink pipes	2023	F	3	ea	$200.00	$600.00
A72	214 Boys Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor cracks	replace flooring	2031	O	8	sf	$30.00	$240.00
A73	214 Boys Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Floor base delaminating	replace base	2031	O	80	lf	$5.00	$400.00
A74	V5 Vestibule	b. Required	2003 PM 304.14 exterior doors	Door frame rust on exterior doors	replace center mullion	2026	O	1	ea	$400.00	$400.00
A75	Corridor F	b. Required	2003 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate and repair water source. Replace ceiling tile	2026	O	1	ea	$500.00	$500.00
A76	Corridor F	c. Recommended	2010 PM 305.3 Interior Surfaces	Crack in vct floor at door to corridor E	replace flooring	2031	O	12	sf	$30.00	$360.00
A77	Corridor F	b. Required	2003 PM 304.14 exterior doors	Door rattles	adjust hardware	2026	O	1	ea	$100.00	$100.00
A78	404 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in GWB	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A79	411 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in GWB	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A80	412 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in GWB	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A81	412 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Cracks in window sill	Investigate cause of crack and repair crack and paint to match	2031	O	6	lf	$10.00	$60.00
A82	420 Classroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Caulk at top of windows	replace caulk	2031	O	10	lf	$10.00	$100.00
A83	V4 Vestibule	b. Required	2003 PM 304.14 exterior doors	Mullion rust	Replace mullion	2026	O	1	ea	$400.00	$400.00
A84	402 Girls Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Epoxy floor cracking	replace flooring	2031	O	380	sf	$10.00	$3,800.00
A85	403 Boys Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	Epoxy floor cracking	replace flooring	2031	O	380	sf	$10.00	$3,800.00
A86	403 Boys Bathroom	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered - not ADA	Insulate and cover sink pipes	2023	F	3	ea	$200.00	$600.00
A87	403 Boys Bathroom	c. Recommended	2003 PM 305.3 Interior Surfaces	GWB cracks	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A88	Exterior - Throughout	c. Recommended	2003 PM 304.6 Exterior Walls	Cracks in precast panels	Seal joint before next painting	2031	O	12	ea	$80.00	$960.00
A89	Exterior - Throughout	c. Recommended	2003 PM 304.6 Exterior Walls	Paint chipping/ missing on lower white portion of precast panels	Repaint Precast panels	2031	O	32,000	sf	$8.00	$256,000.00
A90	Exterior - Throughout	c. Recommended	2003 PM 304.6 Exterior Walls	Precast joints cracking, typical	Re seal joints	2031	O	2,900	lf	$10.00	$29,000.00
A91	Exterior - outside room 109	c. Recommended	2003 PM 305.3 Interior Surfaces	Rusted intercom speaker	Replace speaker cover	2031	O	1	ea	$150.00	$150.00

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ARCH											
A92	Exterior - east wall of teachers lounge	c. Recommended	2003 PM 305.3 Interior Surfaces	Window seals deteriorating or missing	Replace window seals	2031	O	25	lf	$10.00	$250.00
A95	Exterior - Next to doors 14 & 15	c. Recommended	2003 PM 304.7 drainage	Ground erosion	redirect run-off, re-grade, and seed	2031	O	1	ea	$500.00	$500.00
A96	Exterior - Door 14	b. Required	2003 PM 304.14 exterior doors	Weather stripping at door deteriorated	Replace weatherstripping, investigate door and replace hardware as needed	2026	O	1	ea	$200.00	$200.00
A98	Exterior - Right and left of Door 13	c. Recommended	2003 PM 304.7 drainage	Downspout causing ground erosion	redirect run-off, re-grade, and seed	2031	O	1	ea	$20.00	$20.00
A99	Exterior - Door 13	b. Required	2003 PM 304.14 exterior doors	Weather stripping at door deteriorated	Replace weatherstripping, investigate door and replace hardware as needed	2026	O	1	ea	$200.00	$200.00
A100	Exterior - Door 13	c. Recommended	Replace window seals	Window seal at base deteriorating	Replace seals	2031	O	1	ea	$200.00	$200.00
A101	Exterior - Left of door 13	c. Recommended	2003 PM 304.6 Exterior Walls	Speaker rusting	Replace speaker cover	2031	O	1	ea	$150.00	$150.00
A102	Exterior - Door 12	c. Recommended	2003 PM 304.6 Exterior Walls	Gap in concrete at threshold	seal joint to prevent further damage	2031	O	1	ea	$200.00	$200.00
A103	Exterior - West wall of Kitchen 180	c. Recommended	2004 PM 304.6 Exterior Walls	Hose bib cover missing	Replace water box cover	2031	O	1	ea	$150.00	$150.00
ELEC.											
E1	Throughout Building	a. Urgent	NEC	Electrical panels blocked throughout building	Remove blockage materials	2023	F				
E2	Storage 142,160,176,184,188,172, 306,149,137,139,	a. Urgent	185.395.d.4	No smoke detector in the room	Install smoke detector	2023	F	10		$850.00	$8,500.00
E3	Mech 130,159,310	a. Urgent	185.370.a.6	No emergency lights	Install emergency lighting	2023	F	3		$500.00	$1,500.00
E4	Toilet Rooms 161,163,312,314,117	a. Urgent	185.395.d.4	No audio-visual devices	Add audio/visual devices	2023	F	5		$850.00	$4,250.00
E5	Toilet Rooms 121,123,147,157,403,405, 117	a. Urgent	185.370.a.6	No emergency lighting	Install emergency lighting	2023	F	7		$500.00	$3,500.00
E6	Office	a. Urgent	185.395.d.4	No audio-visual devices	Add audio/visual devices	2023	F	1		$850.00	$850.00
E7	Kitchen 180	a. Urgent	185.395.d.4	No smoke detector in the room	Install smoke detector	2023	F	1		$850.00	$850.00
E8	Art 135	a. Urgent	185.395.d.4	No smoke detector in the room	Install smoke detector	2023	F	1		$850.00	$850.00
E	401 Custodian	a. Urgent	NEC 110.34	No storage within 6' of EP	Remove obstruction	2023	F				
E	305 Storage	a. Urgent	NEC 110.34	No storage within 6' of EP	Remove obstruction	2023	F				
E	122 Storage	a. Urgent	NEC 110.34	No storage within 6' of EP	Remove obstruction	2023	F				
E	139 Storage	a. Urgent	NEC 110.34	No storage within 6' of EP	Remove obstruction	2023	F				
MECH											
M1	180 KITCHEN	a. Urgent		No Kitchen Hood Exhaust Inspections Posted	inspect hood	2023	f	1	ea	$100.00	$ 100.00
M2	130 MECHANICAL	a. Urgent		No Boiler Inspections Posted	inspect boiler	2023	f	1	ea	$100.00	$ 100.00
M3	125 TEACHERS LOUNGE	b. Required		No Exhaust serving the Teachers Lounge		2026	O	1	ea	$15,000.00	$ 15,000.00
PLUMB.											
P-1	117	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$ 200.00
P-2	117	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$ 100.00
P-3	123	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$ 200.00
P-4	121	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$ 200.00
P-5	130	b. Required	IPC 890.1130	No expansion tank on water heater.	Provide expansion tank.	2026	O	1	ea	$600.00	$ 600.00
P-6	141	b. Required	IPC 890.1140	No backflow preventer on chemical line.	Provide backflow preventer.	2026	O	1	ea	$500.00	$ 500.00
P-7	147	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$ 100.00

LDG - Project #30161 Howard B Thomas Grade School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
P-8	157	b. Required	IPC 890.650	No anti-microbial toilet seat.	Provide anti-microbial toilet seat.	2026	O	1	ea	$100.00	$ 100.00
P-9	161	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	3	ea	$200.00	$ 600.00
P-10	163	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	3	ea	$200.00	$ 600.00

LDG - Project #30161 Howard B Thomas Grade School

December 15, 2021

Surveyed - Month, Year

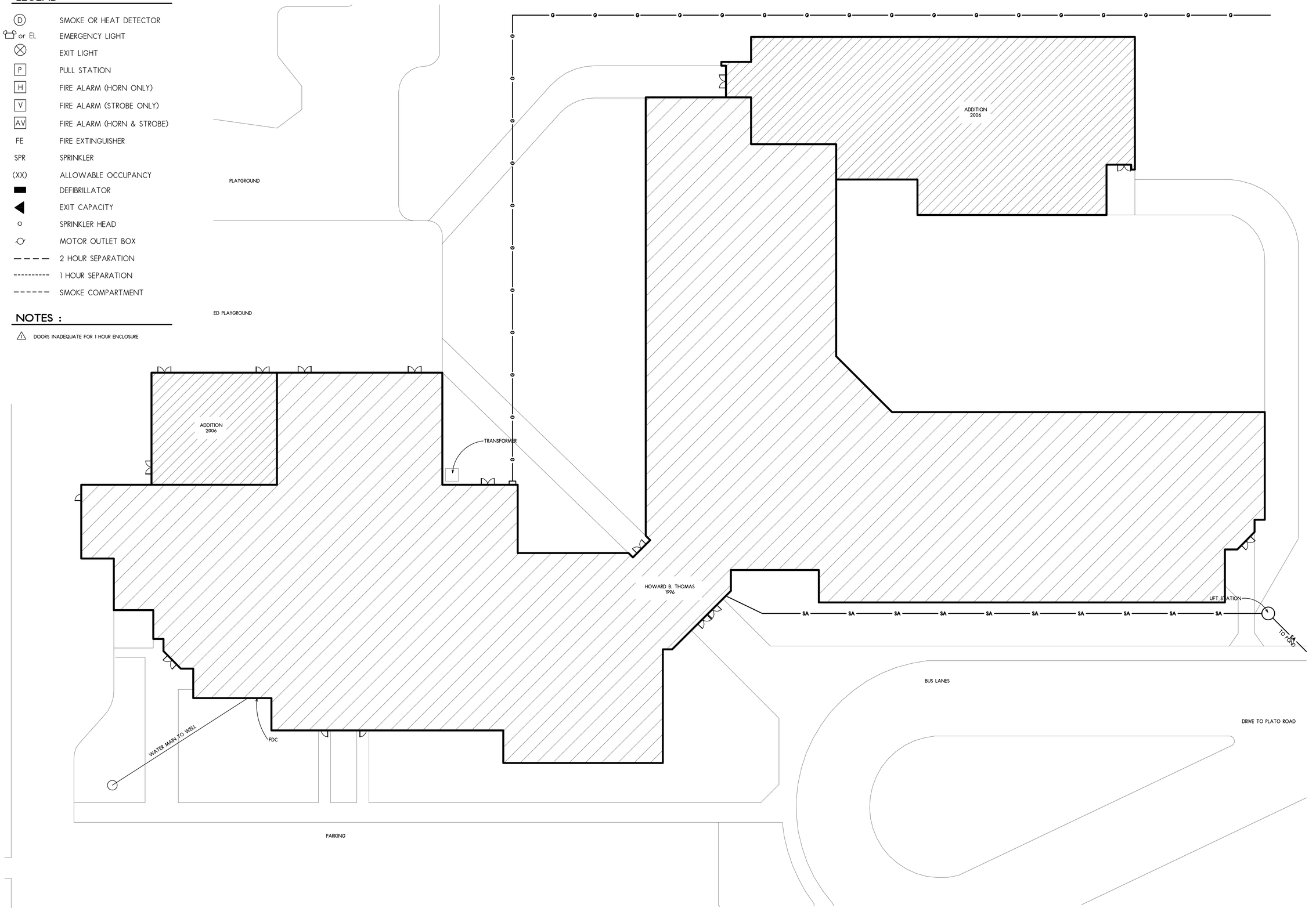
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
P-11	172	b. Required	IPC 890.1140	No backflow preventer on chemical line.	Provide backflow preventer.	2026	O	1	ea	$500.00	$ 500.00
P-12	212	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	4	ea	$200.00	$ 800.00
P-13	214	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	4	ea	$200.00	$ 800.00
P-14	401	b. Required	IPC 890.1140	No backflow preventer on chemical line.	Provide backflow preventer.	2026	O	1	ea	$500.00	$ 500.00
P-15	312	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	4	ea	$200.00	$ 800.00
P-16	314	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valves on lavatories.	2026	O	4	ea	$200.00	$ 800.00
P-17	Exterior	b. Required	IPC 890.610	Wall hydrant missing cover.	Provide cover.	2026	O	1	ea	$100.00	$ 100.00
P-18	Exterior	b. Required	185.485	Gas meter shut off valve needs identification sign.	Provide sign.	2026	O	1	ea	$100.00	$ 100.00
P-19	145A	b. Required	IPC 890.810	No lavatory within this room.	Provide lavatory.	2026	O	1	ea	$4,000.00	$ 4,000.00
P-20	155A	b. Required	IPC 890.810	No lavatory within this room.	Provide lavatory.	2026	O	1	ea	$4,000.00	$ 4,000.00
					Sub-total - a. Urgent	without contingency					$34,800.00
					Sub-total - b. Required	without contingency					$49,550.00
					Sub-total - c. Recommended	without contingency					$351,910.00
					Sub-total						**$436,260.00**
					Contingency					$0.10	$43,626
					A/E Fees					$0.10	$47,989
					TOTAL - PRELIMINARY						**$527,875**

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
■	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE



1 SITE PLAN
SCALE: 1/16" = 1'-0"

SITE PLAN
SCALE: 1/16" = 1'-0"

North

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0709 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21
LARSON & DARBY GROUP
architects · engineers · interiors

HOWARD B THOMAS GRADE SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
44 W 575 PLATO ROAD
HAMPSHIRE, IL 60140

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ISSUED FOR: DATE
DRAWN APPROVED

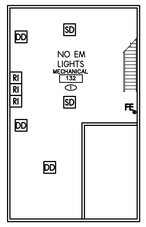
DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.0

LEGEND

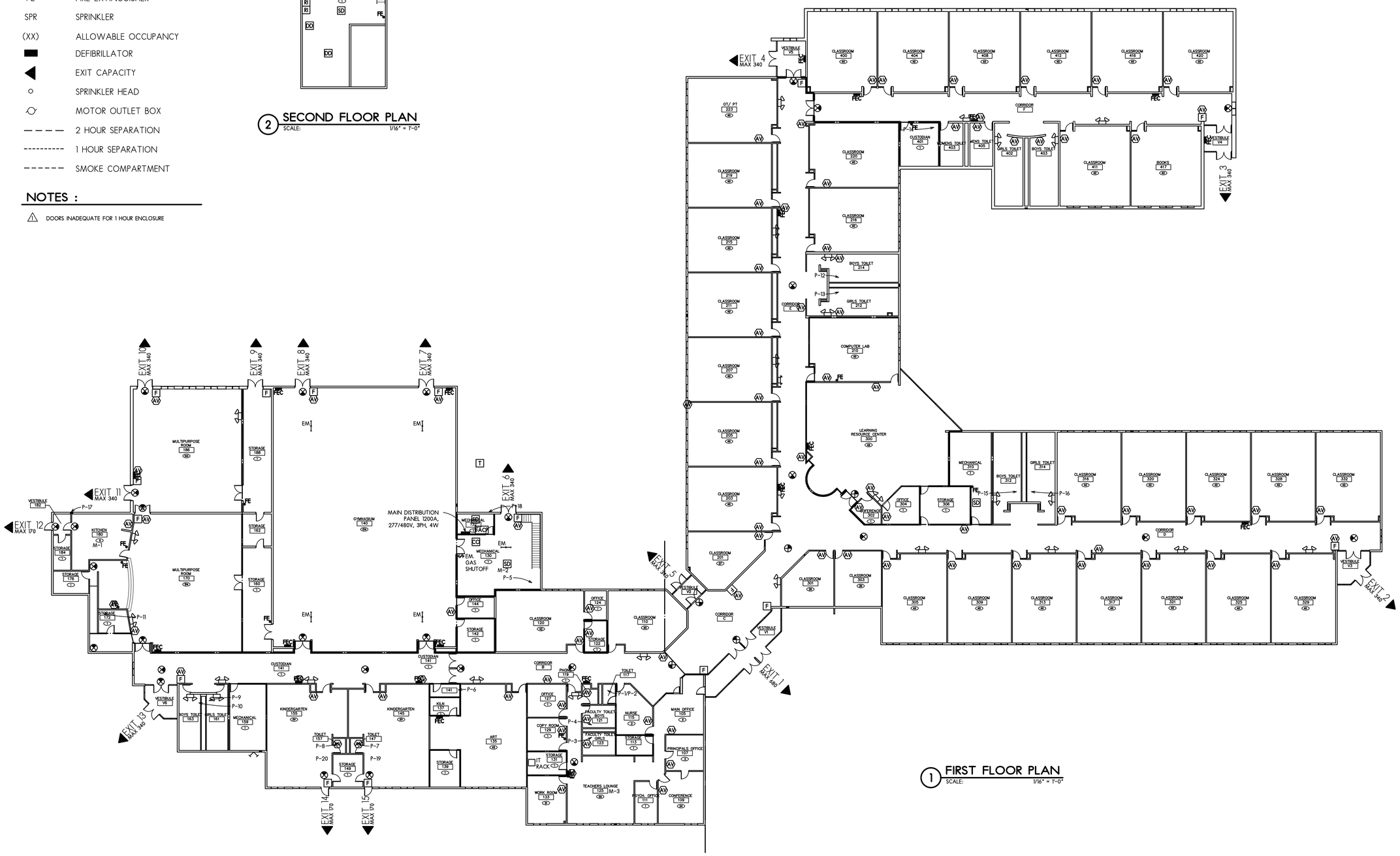
(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
	MOTOR OUTLET BOX
– – – –	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE



2 SECOND FLOOR PLAN
SCALE: 1/16" = 1'-0"



1 FIRST FLOOR PLAN
SCALE: 1/16" = 1'-0"

FLOOR PLANS

SCALE: 1/16" = 1'-0"

North

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0789 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21
LARSON & DARBY GROUP
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HOWARD B THOMAS GRADE SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
44 W 575 PLATO ROAD
HAMPSHIRE, IL 60140

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ISSUED FOR:	DATE
DRAWN	APPROVED

DATE:	11-03-21
PROJECT NUMBER	30161
SHEET NUMBER	A1.1

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Howard B Thomas Grade School

Sub-total - a. Urgent	without contingency	$34,800.00
Sub-total - b. Required	without contingency	$49,550.00
Sub-total - c. Recommended	without contingency	$351,910.00
Sub-total		**$436,260.00**
Contingency		$43,626
A/E Fees		$47,989
TOTAL - PRELIMINARY		**$527,875**

Urgent Items for HBT were primarily comprised of ada updates, minor repairs to structural elements, replacement of some wire glass, and adding some fire and smoke protection devices.

10 – YEAR
SAFETY SURVEY REPORT
2021

LILY LAKE GRADE SCHOOL CENTRAL SD 301
5 N 720 IL-47
Maple Park, Illinois 60151

I. GENERAL

ENROLLMENT	Grades 1 through 5 – 265 Students
CONSTRUCTION	Original Building 1936 (11,000 sf) – Types II (non-combustible) First Floor: 3,924 sf Second Floor: 3,570 sf Third Floor: 3,570 sf ADDITIONS: 1960 Library & Classroom Addition (2,800 sf) 1980 Addition (16,320 sf) 2000 Library & Comp. Lab Addition (3,314 sf) TOTAL = (33,434 sf)
BUILDING TYPE	Original Building and Additions (single story non – combustible)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
LOCAL FIRE ALARM SYSTEM	Notifier DR-500
NEAREST FIRE STATION	Served by the Elburn Fire Department located at 210 E. North Street, Elburn, IL – approx. 4 miles away.
WATER SYSTEM	City water – A 3” domestic water main enters the building within the old Boiler Room A113. This water main is fed from the schools potable water well located on the property.

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.
HEIGHT	Two stories plus basement original building, one story remaining parts.
FLOOR AREA	1919 Original Building sf. 1960 Addition sf. 1967 Addition sf. Total Building Area sf.
EXTERIOR WALL CONSTRUCTION	Masonry construction.

FLOOR CONSTRUCTION	Floors are concrete slab on grade.
ROOF CONSTRUCTION	The original 1919 building and portions of the 1960 and 1990 additions have an asphalt shingle roof. The remaining portions of the 1960 and 1990 additions have a single ply membrane roof system with ballast and TPO.
INTERIOR WALL CONSTRUCTION	Walls consist of brick, concrete block, and gypsum board assemblies.
INTERIOR FINISH	Walls are painted brick, gypsum board and concrete block.

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
WINDOWS	N/A
FIRE ESCAPES	N/A
EXIT SIGNS	Illuminated exist sign units appear to be adequately located throughout and in compliance. Exit signs are battery pak type. Several signs are missing.
EMERGENCY LIGHTING	Emergency lighting units appear to be adequately located throughout and are in compliance. Emergency lights are battery pak type. Several lights are missing

IV. SPECIAL OCCUPANCY

GYMNASIUM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
BOILER ROOM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.
MECHANICAL EQUIPMENT & STORAGE ROOMS	Separated from the rest of the school with concrete block and rated hollow metal door and frame assembly.

10 – YEAR
SAFETY SURVEY REPORT
2021

V. UTILITIES

HEATING PLANT	The original building and the 1960 addition are heated by two steam boilers. The 1999 addition is served by a rooftop unit. Two gas fired boilers provide the majority of the heat for the original 1918 building and 1960 addition. The boilers are Kewanee water tube boilers and are located in adjoining mechanical rooms. The first boiler located in the 1918 section of the mechanical room has an input of 1170 CFH. The second boiler located in the 1960 addition section of the mechanical room has an input of 1440 CFH. The boilers operate in tandem to provide building heat.
HEATING DISTRIBUTION	The method of heat distribution for the building is through hot water supply and return piping. A hot water pump (one primary and one standby) circulates hot water to classroom unit ventilators, air handling units, convectors, finned tube radiation, suspended unit heaters and cabinet unit heaters. The method of heat distribution for the gymnasium is through and air handling unit with a hot water coil. Heat is distributed via ductwork. The method of heat distribution for the 2000 addition consisting of the computer lab and learning resource center is through a gas fired rooftop unit. Heat is distributed via ductwork.
VENTILATION	Ventilation to the areas served by steam boilers and rooftop units is provided by a duct work distribution system. Ventilation to the classrooms and the main office in the 1960 addition and to the multi-purpose room in the original 1918building is provided by unit ventilators. Ventilation to the classrooms and small group instructional rooms in the original 1918 building is provided through operable windows. Ventilation to the gymnasium is provided by a constant volume air handling unit. Ventilation to the computer lab and the learning resource center is through a rooftop unit.

10 – YEAR
SAFETY SURVEY REPORT
2021

AIR CONDITIONING	Rooftop units provide air conditioning to the 1999 building addition. Cooling in the Principals Office is generated by a window unit. Cooling in the computer lab and the learning resource center is generated by a packaged gas fired electric cooling rooftop unit. The remainder of the building is heating only or has cooling by window units.
GAS SERVICE	There is a main natural gas service located at the northeast corner of the original 1918 building. The low pressure service is equipped with a gas pressure regulator and shut-off valve.
WATER HEATER	A 270,00 BTuh, 100 gallon atmospheric gas fired vertical storage water heater. This heater serves the entire school.
ELECTRICAL SYSTEMS	**Wiring:** During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection. **Electrical Service**: The buildings electrical system consists a 1200 amps 120/208V, 3-phase metered. The original 200A 120/208V, 3-phase metered service is back fed from the newer 1200A service. Some panels,

		switches, and circuit breakers are old and in need of upgrading. Classroom fixtures are adequate and illumination levels are sufficient. **Rescue Assistance System:** There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.
	PLUMBING SYSTEMS	The 3” domestic water main enters the building within the old Boiler Room A113. This water main is fed from the schools potable water well located on the property. Within the old Boiler Room are two (2) hydro-pneumatic tanks (approx. 180 gallons total) to hold potable water and provide system pressure when well pumps are not running. The raw domestic water is softened through an ion exchange softener which only services the water to the domestic water heater. A 3” domestic water main serves the entire school.
VI.	**PRIVATE PROTECTION**	
	FIRE ALARM SYSTEM	Notifier DR-500, with direct line to the fire department. Numerous devices are missing.
	AUTOMATIC SPRINKLERS	N/A
	AUTOMATIC HEAT DETECTION	There are automatic heat and smoke detectors within the additions and original building. Automatic heat and smoke detectors throughout the building have a direct connection to the fire department.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	A security system is provided for burglary protection.
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report. Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Lily Lake Grade School

Sub-total - a. Urgent	without contingency	$28,675.00
Sub-total - b. Required	without contingency	$66,685.00
Sub-total - c. Recommended	without contingency	$130,665.00
Sub-total		**$226,025.00**
Contingency		$22,603
A/E Fees		$24,863
TOTAL - PRELIMINARY		**$273,490**

Urgent items for Lily Lake Grade School were primarily comprised of adding fire and smoke protection devices, ada updates, and some general repair items.

LDG - Project #30161 Lily Lake Grade School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A1	Exterior - door 4	c. Recommended	2009 PM 304.14 exterior doors	Crack in steps and walk way	Repair stairs	2031	O	3	lf	$50.00	$150.00
A2	Exterior - door 4	c. Recommended	2009 PM 304.14 exterior doors	Railing missing at stairs	Provide handrail at stairs	2031	O	1	ea	$500.00	$500.00
A3	Exterior - walk in front of doors 4 and 3	c. Recommended	PM 96 304exterior	Cracks in walls and walk joint separating	Seal joint between walk and wall	2031	O	50	lf	$10.00	$500.00
A6	Exterior - along wall outside of stairs S2 and S3	c. Recommended	PM 96 304exterior	Cracks in foundation - spalling	Repair spalled and cracked foundation walls	2031	O	20	ea	$100.00	$2,000.00
A7	Exterior - walk to Door 2	c. Recommended	PM 96 304exterior	walk has settled, trip hazard	Mudjack the walk	2031	O	50	sf	$10.00	$500.00
A8	Exterior - wall along left side of walk to Door 2	c. Recommended	PM 96 304exterior	brick joints missing at portions	Tuckpointing	2031	O	50	sf	$25.00	$1,250.00
A9	Exterior - wall along left side of walk to Door 3	c. Recommended	PM 96 304exterior	soffit damage at multiple spots	Replace soffit panel	2031	O	3	ea	$40.00	$120.00
A11	Exterior - wall along left side of walk to Door 4	c. Recommended	PM 96 304exterior	Pipe rust on brick wall	Clean brick work	2031	O	6	sf	$20.00	$120.00
A12	Exterior - wall along left side of walk to Door 5	c. Recommended	PM 96 304exterior	Broken louver	Replace louver	2031	O	1	ea	$100.00	$100.00
A13	Exterior - Window of Office 1	c. Recommended	PM 96 304exterior	Joint damage below window, foam exposed at portions of broken/ missing brick	Repair parging over foundation insulation	2031	O	5	sf	$30.00	$150.00
A14	Exterior - Along wall of Office 1 and 1A	c. Recommended	PM 96 304exterior	Bricks cracking and spalling, typical around building	Replace brick and tuckpoint	2031	O	50	sf	$25.00	$1,250.00
A15	Exterior - Retaining wall along Office 1A to Office 4	c. Recommended	PM 96 304exterior	Retaining Wall degrading	Replace concrete retaining wall	2031	O	150	lf	$100.00	$15,000.00
A16	Exterior - Retaining wall along Office 1A to Office 4	c. Recommended	PM 96 304exterior	Severe rust at window headers	Apply rust prohibitor, prime and paint	2031	O	15	ea	$50.00	$750.00
A18	Exterior - North of Office 4	c. Recommended	PM 96 304exterior	Retaining wall separating from building	Repair concrete retaining wall separation	2031	O	1	ea	$300.00	$300.00
A19	Exterior - Door 1	c. Recommended	2009 PM 304.14 exterior doors	Joint at door not sealed	Seal joint in walk at door	2031	O	6	lf	$10.00	$60.00
A20	Exterior - left of Door 9	c. Recommended	PM 96 304exterior	Brick damaged at left corner near Door 9	Repair damaged/ spalling brick	2031	O	20	sf	$100.00	$2,000.00
A21	Door 9	c. Recommended	2009 PM 304.14 exterior doors	Door frame rust	Replace door frame	2031	O	1	ea	$500.00	$500.00
A22	Exterior - along North wall of Kitchen 37	c. Recommended	PM 96 304exterior	Brick effervescence/ whitening	Clean brick work	2031	O	840	sf	$15.00	$12,600.00
A23	Exterior - along North wall of Kitchen 38	c. Recommended	PM 96 304exterior	Separation joint damaged	Replace separation joint seal	2031	O	8	lf	$75.00	$600.00
A24	Exterior - along North wall of Kitchen 39	c. Recommended	PM 96 304exterior	Broken pipe, rusting	Repair rusted pipe	2031	O	1	ea	$1,200.00	$1,200.00
A25	Exterior - along North wall of Kitchen 40	c. Recommended	PM 96 304exterior	Damaged brick at paving	Repair damaged/ spalling brick	2031	O	6	lf	$25.00	$150.00
A26	Door 8	c. Recommended	2009 PM 304.14 exterior doors	Rust on door frame	Replace door frame	2031	O	1	ea	$500.00	$500.00
A27	Door 8	c. Recommended	2009 PM 304.14 exterior doors	Weather stripping deteriorating	Replace weather stripping	2031	O	1	ea	$200.00	$200.00
A28	Door 8	c. Recommended	2009 PM 304.14 exterior doors	Trip hazards	Remove and replace	2031	O	695	sf	$15.00	$10,425.00
A29	Door 8	c. Recommended	2009 PM 304.14 exterior doors	Building joint deteriorating	Recaulk joint	2031	O	10	lf	$75.00	$750.00
A30	Door 7	c. Recommended	2009 PM 304.14 exterior doors	Seal on door deteriorating	Recaulk door	2031	O	20	lf	$75.00	$1,500.00
A31	Exterior - North East corner of Classroom 5	c. Recommended	PM 96 304exterior	Concrete corner damaged at base of building	Repair concrete wall	2031	O	1	ea	$450.00	$450.00
A32	Exterior - East wall of Classroom 5	c. Recommended	PM 96 304exterior	Separation joint cracking	Replace separation joint seal	2031	O	6	lf	$75.00	$450.00
A33	Exterior - East wall of Classroom 5	c. Recommended	PM 96 304exterior	Recaulk windows and seal, typical around building	Recaulk windows	2031	O	26	ea	$80.00	$2,080.00

LDG - Project #30161 Lily Lake Grade School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
A34	Exterior - East wall of Classroom 5	c. Recommended	PM 96 304exterior	Brick joints damaged	Seal brick joints	2031	O	50	sf	$75.00	$3,750.00
A35	Exterior - East wall of Classroom 6	c. Recommended	PM 96 304exterior	Window screen unattached	Secure window screen	2031	O	1	ea	$25.00	$25.00
A36	Exterior - East wall of Classroom 6	c. Recommended	PM 96 304exterior	Separation joint cracking	Replace separation joint seal	2031	O	4	lf	$75.00	$300.00
A37	Exterior - East wall between Classroom 6 and 7	c. Recommended	PM 96 304exterior	Secondary roof drain has no DS, concrete pad cracking	Install leader and repair concrete pad	2031	O	1	ea	$250.00	$250.00
A38	Exterior - East wall between Classroom 6 and 7	c. Recommended	PM 96 304exterior	No proper DS, not directing water from building	Install down spout leader to direct water farther from building	2031	O	1	ea	$100.00	$100.00
A39	Exterior - Corner at Classroom 8 and Computer Lab 31	c. Recommended	PM 96 304exterior	Severe water pooling at building, severe grade deterioration	Level grade at building	2031	O	16	sf	$15.00	$240.00
A40	Exterior - South wall of Library 30	c. Recommended	PM 96 304exterior	metal panel separating	Secure metal panel to wall	2031	O	1	ea	$50.00	$50.00
A41	Exterior - South of Library 30 and Classrooms 9 and 10	c. Recommended	PM 96 304exterior	Paving cracks	Seal paving cracks and seal coat	2031	O	7,000	sf	$1.00	$7,000.00
A42	Exterior - South of Classrooms 9 and 10	c. Recommended	PM 96 304exterior	Hose bib bent cover	Replace hose bib cover	2031	O	1	ea	$150.00	$150.00
A43	Exterior - South of Classrooms 9 and 10	c. Recommended	PM 96 304exterior	Window grate falling	Secure window grate to window	2031	O	1	ea	$200.00	$200.00
A44	Exterior - South of Classrooms 9 and 10	c. Recommended	PM 96 304exterior	Brick joints damaged right of door 6	Repair brick joint seals	2031	O	25	lf	$75.00	$1,875.00
A45	Exterior - South of Classrooms 9 and 10	c. Recommended	PM 96 304exterior	DS not far enough from building	Install down spout leader to direct water farther from building	2031	O	1	ea	$100.00	$100.00
A46	Exterior - Left of Door 5	c. Recommended	PM 96 304exterior	Damaged vent let of door 5	Replace vent	2031	O	1	ea	$175.00	$175.00
A47	Exterior - Door 5	a. Urgent	430 ILCS 60	Wire windows left of Door 5	Replace wire glass windows	2023	F		sf	$150.00	$0.00
A48	Door 5	a. Urgent	430 ILCS 60	Wired glass doors	Replace door	2023	F	1	ea	$5,000.00	$5,000.00
A49	Exterior - East wall of Music Room 21	c. Recommended	PM 96 304exterior	Corner joint degrading	Repair and reseal corner joint	2031	O	3	lf	$75.00	$225.00
A50	Exterior - South of Music Room 21	c. Recommended	PM 96 304exterior	Paint on concrete steps deteriorating	Repaint faded walk steps	2031	O	12	lf	$50.00	$600.00
A51	Exterior - South of Music Room 21	c. Recommended	PM 96 304exterior	Concrete foundation spalling/ degrading severe	Repair spalled and cracked foundation walls	2031	O	150	sf	$120.00	$18,000.00
A52	V2 - Vestibule	c. Recommended	2009 PM 305.3 Interior Surfaces	Door mullion rusted	Replace door mullion	2031	O	1	ea	$400.00	$400.00
A53	V2 - Vestibule	c. Recommended	2010 PM 305.3 Interior Surfaces	Entrance concrete degrading	Repair concrete threshold	2031	O	500	sf	$50.00	$25,000.00
A54	V2 - Vestibule	c. Recommended	2011 PM 305.3 Interior Surfaces	Air vent rusting	Replace rusted vent	2031	O	1	ea	$300.00	$300.00
A55	2 - Office	b.Required	2009 PM 305.3 Interior Surfaces	Water damage on ceiling tile	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A56	2 - Office	c. Recommended	2008 PM 305.3 Interior Surfaces	Extensive cracking in CMU	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A57	2A - Principle	c. Recommended	2009 PM 305.3 Interior Surfaces	Cracking in CMU above window	Investigate cause of crack and repair crack and paint to match	2031	O	3	lf	$10.00	$30.00
A58	2B - Nurse	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracking in CMU	Investigate cause of crack and repair crack and paint to match	2031	O	3	lf	$10.00	$30.00
A59	2B - Nurse	b.Required	2009 PM 305.3 Interior Surfaces	Water damage on ceiling tile	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A60	36 - Gym	b.Required	2009 PM 305.6 Interior Doors	Door across from office needs new hardware	Replace door hardware	2026	O	2	ea	$500.00	$1,000.00
A61	36 - Gym	b.Required	2009 PM 305.3 Interior Surfaces	Threshold coming up	Investigate and secure or replace threshold	2026	O	1	ea	$150.00	$150.00

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ARCH											
A62	36 - Gym	c. Recommended	2010 PM 305.3 Interior Surfaces	Base plate next to door broken	Replace wall base plate	2031	O	2	lf	$150.00	$300.00
A63	36 - Gym	b.Required	2009 PM 305.6 Interior Doors	Broken closers	Investigate and replace closers	2026	O	1	ea	$1,000.00	$1,000.00
A64	36 - Gym	a. Urgent	ADA 2010/IAC 2018	Threshold at multiple doors raising - trip hazard	Investigate and secure or replace threshold	2023	F	1	ea	$150.00	$150.00
A65	37 -Kitchen	a. Urgent		Ice on pipes (insulation failing)	Investigate and install/ replace insulation	2023	F	2	lf	$100.00	$200.00
A66	37 -Kitchen	b.Required	185.370(m)(7) door hardware	No door closer	Install door closer	2026	O	1	ea	$1,000.00	$1,000.00
A67	37 -Kitchen	b.Required		Cloth in floor pipe opening	Investigate and remove cloth and cap abandoned drain connection	2026	O	1	ea	$300.00	$300.00
A68	37 -Kitchen	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in ceiling	Repair ceiling	2031	O	20	sf	$20.00	$400.00
A69	37A - Dry storage	b.Required	2009 PM 304.14 exterior doors	Exterior door frame rusting	Replace door frame	2026	O	1	ea	$500.00	$500.00
A70	37A - Dry storage	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracking in ceiling	Repair ceiling	2031	O	20	sf	$20.00	$400.00
A71	37A - Dry storage	c. Recommended	2010 PM 305.3 Interior Surfaces	CMU cracks	Investigate cause of crack and repair crack and paint to match	2031	O	15	lf	$10.00	$150.00
A72	39 - Storage	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in concrete floor	Seal cracks in concrete	2031	O	25	lf	$50.00	$1,250.00
A73	39 - Storage	b.Required	2009 PM 304.14 exterior doors	Door and frame rusting	Replace door and door frame	2026	O	1	ea	$800.00	$800.00
A74	39 - Storage	c. Recommended	2010 PM 305.3 Interior Surfaces	Corners and joints cracking	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A75	39 - Storage	b.Required	185.370(m)(7) door hardware	Door closer leaking	Replace door closer	2026	O	1	ea	$1,000.00	$1,000.00
A76	39 - Storage	b.Required	185.370(m)(7) door hardware	Weather stripping failing	Replace weather stripping	2026	O	1	ea	$200.00	$200.00
A77	41 - Storage	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in ceiling	Repair ceiling	2031	O	20	sf	$20.00	$400.00
A78	41 - Storage	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in floor	Replace VCT	2031	O	15	sf	$15.00	$225.00
A79	35 - Girls Bathroom	b.Required	2010 PM 305.3 Interior Surfaces	Rust on air unit	Replace air unit	2026	O	1	ea	$300.00	$300.00
A80	35 - Girls Bathroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Multiple ceiling cracks	Repair ceiling	2031	O	20	sf	$20.00	$400.00
A81	35 - Girls Bathroom	c. Recommended	2010 PM 305.3 Interior Surfaces	CMU cracks around perimeter of ceiling	Investigate cause of crack and repair crack and paint to match	2031	O	65	lf	$10.00	$650.00
A82	1 - Office	b.Required	185.370(m)(7) door hardware	No door closer	Install door closer	2026	O	1	ea	$1,000.00	$1,000.00
A83	1 - Office	b.Required	2010 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A84	1 - Office	b.Required	2010 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A85	1A - Office	b.Required	2010 PM 305.3 Interior Surfaces	Ceiling tile falling	Replace ceiling tile	2026	O	1	ea	$100.00	$100.00
A86	1A - Office	c. Recommended	2010 PM 305.3 Interior Surfaces	Severe cracking along walls in CMU and at windows	Investigate cause of crack and repair crack and paint to match	2031	O	20	lf	$10.00	$200.00
A87	3 - Classroom	b.Required	185.370(m)(7) door hardware	No door closer	Install door closer	2026	O	1	ea	$1,000.00	$1,000.00
A88	3 - Classroom	b.Required	2010 PM 305.3 Interior Surfaces	Ceiling tile water damage	Investigate cause and repair and replace/ repair ceiling	2026	O	2	ea	$500.00	$1,000.00
A89	3 - Classroom	b.Required	2010 PM 305.3 Interior Surfaces	Warped ceiling tiles	Replace ceiling tile	2026	O	3	ea	$100.00	$300.00

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ARCH											
A90	3 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	CMU crack in corner	Investigate cause of crack and repair crack and paint to match	2031	O	5	lf	$10.00	$50.00
A91	V1 - Vestibule	c. Recommended	2010 PM 305.3 Interior Surfaces	Ceiling crack	Replace ceiling tile	2031	O	10	lf	$100.00	$1,000.00
A92	V1 - Vestibule	b.Required	2010 PM 305.3 Interior Surfaces	Stair concrete degrading	Repair concrete stairs	2026	O	15	lf	$100.00	$1,500.00
A93	V1 - Vestibule	b.Required	185.370(m)(7) door hardware	Right door hardware wouldn't allow door to latch closed	Replace door hardware	2026	O	1	ea	$1,000.00	$1,000.00
A94	24 - Mechanical	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in concrete floor at drains	Seal cracks in concrete	2031	O	30	lf	$50.00	$1,500.00
A95	24 - Mechanical	b.Required		Doors held open with blocks	Remove blocks and discontinue use to hold open doors	2026	O				$0.00
A96	24 - Mechanical	b.Required	2010 PM 305.3 Interior Surfaces	Brick degrading	Repair brick	2026	O	100	sf	$50.00	$5,000.00
A97	24 - Mechanical	c. Recommended	2010 PM 305.3 Interior Surfaces	Multiple ceiling cracks	Repair ceiling	2031	O	20	sf	$20.00	$400.00
A98	10 - Classroom	a. Urgent	430 ILCS 60	Wire glass in doors	Replace door	2023	F	1	ea	$5,000.00	$5,000.00
A99	10 - Classroom	b.Required	2010 PM 305.3 Interior Surfaces	Holes in brick outside room above door	Repair brick	2026	O	2	sf	$50.00	$100.00
A100	10 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Falling ceiling tiles	Replace ceiling tile	2031	O	5	ea	$100.00	$500.00
A101	Door 5	b.Required	2009 PM 304.14 exterior doors	Door and frame rusting	Replace door frame	2026	O	2	ea	$500.00	$1,000.00
A102	29 - Women's Bathroom	b.Required	2010 PM 305.3 Interior Surfaces	Crack in light cover	Replace light fixture	2026	O	1	ea	$50.00	$50.00
A103	29 - Women's Bathroom	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered	Install sink pipe covers to comply with ADA	2023	F	2	ea	100	$200.00
A104	29 - Women's Bathroom	b.Required	2010 PM 305.3 Interior Surfaces	Corner crack severe	Caulk crack and paint to match walls	2026	O	6	lf	$10.00	$60.00
A105	29 - Women's Bathroom	b.Required	2010 PM 305.3 Interior Surfaces	Pipe penetrations not sealed	Seal pipe penetrations	2026	O	2	ea	$200.00	$400.00
A106	28 - Men's Bathroom	b.Required	2010 PM 305.3 Interior Surfaces	Crack in light cover	Replace light fixture cover	2026	O	1	ea	$50.00	$50.00
A107	28 - Men's Bathroom	a. Urgent	ADA 2010/IAC 2018	Sink pipes not covered	Install sink pipe covers to comply with ADA	2023	F	2	ea	100	$200.00
A108	28 - Men's Bathroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Corner crack severe	Investigate cause of crack and repair crack and paint to match	2031	O	5	lf	$10.00	$50.00
A109	28 - Men's Bathroom	b. Recommended	2010 PM 305.3 Interior Surfaces	Pipe penetrations no sealed	Seal pipe penetrations	2026	O	2	ea	$200.00	$400.00
A110	S3- Storage	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in walls and floor	Investigate cause of crack and repair crack and paint to match	2031	O	4	lf	$10.00	$40.00
A111	21 - Music Room	b.Required	2010 PM 305.3 Interior Surfaces	Hole in ceiling	Cover and paint to match ceiling	2026	O	1	sf	$75.00	$75.00
A112	21 - Music Room	c. Recommended	2010 PM 305.3 Interior Surfaces	Paint peeling/ cracking at windows	Investigate cause of crack and repair crack and paint to match	2031	O	4	lf	$10.00	$40.00
A113	21 - Music Room	b.Required	2009 PM 305.6 Interior Doors	Doors rub/ don't close	Replace doors	2026	O	2	ea	$1,000.00	$2,000.00
A114	Stairs - S3	a. Urgent	ADA 2010/IAC 2018	hand railing not secure, pulling from wall	Investigate and repair or replace handrailing	2023	F	15	ea	$25.00	$375.00
A115	12 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Ceiling damage	Replace ceiling tile	2031	O	3	ea	$500.00	$1,500.00
A116	12 - Classroom	b.Required	2010 PM 305.3 Interior Surfaces	No windows caulked	Seal windows	2026	O	25	lf	$80.00	$2,000.00
A117	12 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Drywall damage	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A118	13B - Work room	b.Required	2010 PM 305.3 Interior Surfaces	Pipe insulation failing	Replace pipe insulation	2026	O	3	lf		$0.00

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A119	13B - Work room	b.Required	2010 PM 305.3 Interior Surfaces	Leak present	Investigate and repair leak	2026	O	1	ea	$450.00	$450.00
A120	13B - Work room	c. Recommended	2010 PM 305.3 Interior Surfaces	Walls cracking	Investigate cause of crack and repair crack and paint to match	2031	O	5	lf	$10.00	$50.00
A121	13B - Work room	b.Required	2010 PM 305.3 Interior Surfaces	Ceiling cracks	Caulk crack and paint to match ceiling	2026	O	4	lf	$10.00	$40.00
A122	13B - Work room	b.Required	ADA 2010/IAC 2018	Door knobs present	Replace door hardware	2026	O	1	ea	$500.00	$500.00
A123	13A - Work room	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in wall	Investigate cause of crack and repair crack and paint to match	2031	O	12	lf	$10.00	$120.00
A124	13A - Work room	b.Required	2010 PM 305.3 Interior Surfaces	Crack in light fixture	Replace light fixture	2026	O	1	ea	$50.00	$50.00
A125	13A - Work room	b.Required	ADA 2010/IAC 2018	Door knobs present	Replace door hardware	2026	O	1	ea	$500.00	$500.00
A126	14 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Crack in wall	Investigate cause of crack and repair crack and paint to match	2031	O	15	lf	$10.00	$150.00
A127	14 - Classroom	b.Required	2010 PM 305.3 Interior Surfaces	Hole penetration not sealed	Seal penetration	2026	O	1	ea	$200.00	$200.00
A128	14 - Classroom	b.Required	2009 PM 305.6 Interior Doors	Door swelling	Replace or repair door	2026	O	1	ea	$1,000.00	$1,000.00
A129	14 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Paint chipping typical	Smooth and repaint	2031	O	20	sf	$10.00	$200.00
A130	14 - Classroom	b.Required	2009 PM 305.6 Interior Doors	Closers	Install door closers	2026	O	1	ea	$1,000.00	$1,000.00
A131	Stairs - S3 (top)	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracking in walls	Investigate cause of crack and repair crack and paint to match	2031	O	4	lf	$10.00	$40.00
A132	15 - Classroom	b.Required	2009 PM 305.3 Interior Surfaces	Pipe insulation degrading	Replace pipe insulation	2026	O	3	lf		$0.00
A133	15 - Classroom	b.Required	2009 PM 305.3 Interior Surfaces	Penetrations not sealed	Seal pipe penetrations	2026	O	1	ea	$200.00	$200.00
A134	16 - Art room	b.Required	ADA 2010/IAC 2018	Knob doors present	Replace door hardware	2026	O	1	ea	$500.00	$500.00
A135	16 - Art room	c. Recommended	2010 PM 305.3 Interior Surfaces	Severe cracking in ceiling	Replace ceiling tile	2031	O		ea	$500.00	$0.00
A136	16 - Art room	b.Required	2009 PM 305.6 Interior Doors	Door doesn’t close	Investigate and repair or replace door	2026	O	1	ea	$1,000.00	$1,000.00
A137	Stairs - S1	b.Required	2009 PM 305.3 Interior Surfaces	Wire at top exposed	Secure loose wire	2026	O	1	ea	$75.00	$75.00
A138	Stairs - S1	b.Required		Door held open with block	Remove blocks and discontinue use to hold open doors	2026	O				$0.00
A139	Stairs - S1	b.Required	2009 PM 305.3 Interior Surfaces	Wire penetration open	Seal penetration	2026	O	1	ea	$50.00	$50.00
A140	Stairs - S1	b.Required	2009 PM 305.3 Interior Surfaces	Lip at threshold	Replace threshold	2026	O	1	ea	$150.00	$150.00
A141	17 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in ceiling and at top of walls	Investigate cause of crack and repair crack and paint to match	2031	O	25	lf	$25.00	$625.00
A142	17 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Upper wall trim loose	Secure wall trim	2031	O	40	lf	$15.00	$600.00
A143	17 - Classroom	b.Required	Best Practices	Fan hanging crooked	Investigate and resecure fan or replace	2026	O	1	ea	$150.00	$150.00
A144	16A - Custodian	c. Recommended	2010 PM 305.3 Interior Surfaces	Ceiling perimeter cracking	Investigate cause of crack and repair crack and paint to match	2031	O	34	lf	$10.00	$340.00
A145	Stairs - S2	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracking on multiple walls	Investigate cause of crack and repair crack and paint to match	2031	O	10	lf	$10.00	$100.00
A146	Stairs - S2	b.Required	2010 PM 305.3 Interior Surfaces	Stair trim pulling off	Secure or replace stair trim	2026	O	100	lf	$2.50	$250.00
A147	Stairs - S2	b.Required	2010 PM 305.3 Interior Surfaces	Railing pulling off wall	Secure or replace stair railing	2026	O	15	ea	$25.00	$375.00
A148	9 - Classroom	a. Urgent	430 ILCS 60	Wire glass present	Replace wire glass windows	2023	F	1	ea	$500.00	$500.00

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A149	9 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Falling ceiling tiles	Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A150	9 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	CMU cracks	Investigate cause of crack and repair crack and paint to match	2031	O	5	lf	$10.00	$50.00
A151	Corridor 4	c. Recommended	2010 PM 305.3 Interior Surfaces	Crack in brick left of room 10	Seal crack	2031	O	1	lf	$10.00	$10.00
A152	Corridor 4	c. Recommended	2010 PM 305.3 Interior Surfaces	Floor tile separation	Replace floor tile	2031	O	38	sf	$10.00	$380.00
A153	Corridor 4	c. Recommended	2010 PM 305.3 Interior Surfaces	Floor about to crack in front of 10 & 11	Replace floor tile	2031	O				$0.00
A154	33 - Boys bathroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Ceiling cracks	Replace ceiling tile	2031	O	1	ea	$500.00	$500.00
A155	33 - Boys bathroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks on wall at ceiling perimeter	Investigate cause of crack and repair crack and paint to match	2031	O	60	lf	$10.00	$600.00
A156	33 - Boys bathroom	a. Urgent	ADA 2010/IAC 2018	Exposed pipes under sinks	Install sink pipe covers to comply with ADA	2023	F	2	ea	100	$200.00
A157	33 - Boys bathroom	b.Required	2010 PM 305.3 Interior Surfaces	Caution paint at step up to urinals degrading	Repaint caution at step to urinals	2026	O	10	sf	$150.00	$1,500.00
A158	30 - Library	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracking at window sills	Investigate cause of crack and repair crack and paint to match	2031	O	2	lf	$10.00	$20.00
A159	30 - Library	c. Recommended	2010 PM 305.3 Interior Surfaces	Cracks in corners	Investigate cause of crack and repair crack and paint to match	2031	O	3	lf	$10.00	$30.00
A160	31 - Computer lab	c. Recommended	2010 PM 305.3 Interior Surfaces	Corner cracks	Investigate cause of crack and repair crack and paint to match	2031	O	3	lf	$10.00	$30.00
A161	31 - Computer lab	c. Recommended	2010 PM 305.3 Interior Surfaces	Ceiling grid broken	Replace ceiling grid	2031	O	60	sf	$25.00	$1,500.00
A162	8 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Hole in ceiling tile	Replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A163	7 - Classroom	b.Required	2009 PM 305.3 Interior Surfaces	Water damage on ceiling	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A164	7 - Classroom	b.Required	2010 PM 305.3 Interior Surfaces	Corner cracks	Investigate cause of crack and repair crack and paint to match	2026	O	1	lf	$10.00	$10.00
A165	6 - Classroom	c. Recommended	2010 PM 305.3 Interior Surfaces	Corner cracks	Investigate cause of crack and repair crack and paint to match	2031	O	1	lf	$10.00	$10.00
A166	5 - Classroom	b. Required	2010 PM 305.3 Interior Surfaces	Water damage on ceilings	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A167	Corridor 3	b. Required	2010 PM 305.3 Interior Surfaces	Water damage to the right of class 7	Investigate cause and repair and replace/ repair ceiling	2026	O	1	ea	$500.00	$500.00
A168	Roofs	b. Recommended	PM 96 304 roofs	All roofs are past expected life span	Replace roofing	2031	O	30,420	sf	$34.00	$1,034,280.00
ELEC.											
E1	Gym 36	b.Required	185.370.a.6	Not enough emergency lighting	Add EM light	2026	O	2	ea	$500.00	$1,000.00
E2	Storage 30A,38	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	2	ea	$850.00	$1,700.00
E3	Offices 1,1A,4,4A,4B,11,13A,13B, 42	b.Required	185.395.d.4	No audio-visual device	Add audio-visual device	2026	O	9	ea	$ 850.00	$7,650.00
E4	Corridor C1	a. Urgent	185.370.a.6	Corridor requires emergency light and exit sign	Add EM light and exit sign	2023	F	1	ea	$ 500.00	$500.00
E5	Toilets 27,26,33,35	a. Urgent	185.395.d.4	No audio-visual device	Add audio-visual device	2023	F	4	ea	$ 850.00	$3,400.00
	Toilets 28,28	a. Urgent	185.370.a.6	No emergency light	Add EM light	2023	F	2	ea	$ 500.00	$1,000.00
E6	Toilets 28,29	a. Urgent	185.395.d.4	No visual device	Add visual device	2023	F	2	ea	$ 850.00	$1,700.00
E7	Classroom 9	b.Required	185.395.d.4	No audio-visual device	Add audio-visual device	2026	O	1	ea	$850.00	$850.00
E8	Library 30	a. Urgent	185.370.a.6	No emergency lighting	Add EM light	2023	F	1	ea	$500.00	$500.00
E9	Staff Lunch 22	a. Urgent	185.370.a.6	No emergency light	Add EM light	2023	F	1	ea	$500.00	$500.00
E10	Staff Lunch 23	a. Urgent	185.395.d.4	No audio-visual device	Add audio-visual device	2023	F	1	ea	$850.00	$850.00
E11	Staff WKRM 23	a. Urgent	185.370.a.6	No emergency light	Add EM light	2023	F	1	ea	$500.00	$500.00
E12	Staff WKRM 24	a. Urgent	185.395.d.4	No audio-visual device	Add audio-visual device	2023	F	1	ea	$850.00	$850.00
E13	Boiler room 24,24B	a. Urgent	185.395.d.4	No heat detector	Add heat detector	2023	F	2	ea	$850.00	$1,700.00

LDG - Project #30161 Lily Lake Grade School

December 15, 2021

Surveyed - Month, Year

Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
E14	Boiler room 24,24B	a. Urgent	185.370.a.6	no emergency light	Add EM light	2023	F	2	ea	$500.00	$1,000.00
E14b	Custodial 24A	a. Urgent	185.395.d.3	No smoke detector	Add smoke detector	2023	F	1	ea	$850.00	$850.00
E15	Custodial 24A	a. Urgent	185.395.d.4	No audio-visual device	Add audio-visual device	2023	F	1	ea	$850.00	$850.00
E16	throughout building	b. Required	NEC 110.34	No storage allowed within 6'-0" of Electrical panels	Remove items stored in front of electrical and leave 3ft of clear space per the NEC	2026	O				$0.00
E17	IT closet off computer lab 31	a. Urgent	185.395.d.3	Wasn't able to verify that there was a smoke detector in the room	*add smoke detector*	2023	F	*1*	*ea*	*$850.00*	*$850.00*
E18	throughout building	a. Urgent	NEC 110.34	Blocked electrical panels		2023	F				*$0.00*
MECH											
M1	37 KITCHEN	a. Urgent	185.46	No kitchen hood exhaust	add hood exhuast	2026	O	1	ea	$15,000.00	$15,000.00

LDG - Project #30161 Lily Lake Grade School

December 15, 2021

Surveyed - Month, Year

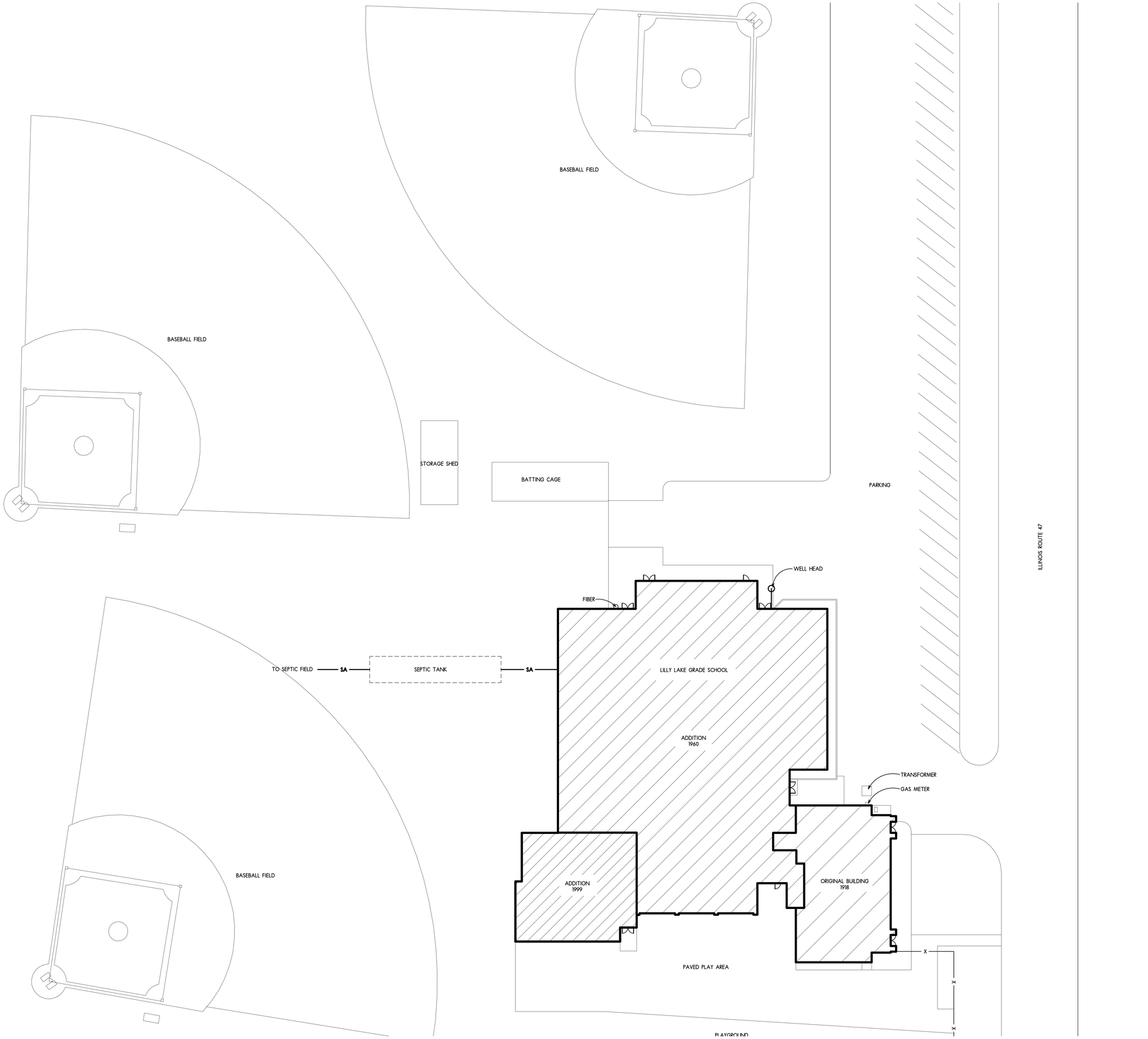
Item ID	Location Rm No.	Priority Code	Rule Violated	Description of Violation	Recommendation to correct	Est Completion	Funding	Quantity	Units	Cost per unit	Estimated Cost
ARCH											
M2	24 BOILER	a. Urgent	185.495	No boiler inspection posted	Get boiler inspected	2026	O	1	ea	$100.00	$100.00
PLUMB.											
P-1	35	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valve on lavatories.	2026	O	3	ea	$200.00	$600.00
P-2	33	b. Required	IPC 890.630	No hot water and thermostatic mixing valve to handicapped lavatory.	Provide hot water and thermostatic mixing valve to	2026	O	1	ea	$400.00	$400.00
P-3	33	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valve on lavatories.	2026	O	3	ea	$200.00	$600.00
P-5	26	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valve on lavatories.	2026	O	4	ea	$200.00	$800.00
P-6	27	b. Required	IPC 890.680	No thermostatic mixing valve on lavatories.	Provide thermostatic mixing valve on lavatories.	2026	O	3	ea	$200.00	$600.00
P-7	28	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-8	29	b. Required	IPC 890.680	No thermostatic mixing valve on lavatory.	Provide thermostatic mixing valve on lavatory.	2026	O	1	ea	$200.00	$200.00
P-9	18	b. Required	IPC 890.1130	No vacuum breaker on service sink faucet.	Provide faucet with built-in vacuum breaker.	2026	O	1	ea	$300.00	$300.00
P-10	37	b. Required	IPC 890.1010	Need indirect waste for sink and dishwasher.	Provide indirect waste.	2026	O	2	ea	$2,000.00	$4,000.00
P-11	Exterior	b. Required	185.485	Gas meter shutoff valve needs identification sign.	Provide sign.	2026	O	1	ea	$100.00	$100.00
					Sub-total - a. Urgent	without contingency					$28,675.00
					Sub-total - b. Required	without contingency					$66,685.00
					Sub-total - c. Recommended	without contingency					$130,665.00
					Sub-total						**$226,025.00**
					Contingency					$0.10	$22,603
					A/E Fees					$0.10	$24,863
					TOTAL - PRELIMINARY						**$273,490**

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE



1 SITE PLAN
SCALE: 1" = 20'-0"

SITE PLAN
SCALE: 1" = 20'-0"

North

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LILLY LAKE GRADE SCHOOL – CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
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Maple Park, IL 60151

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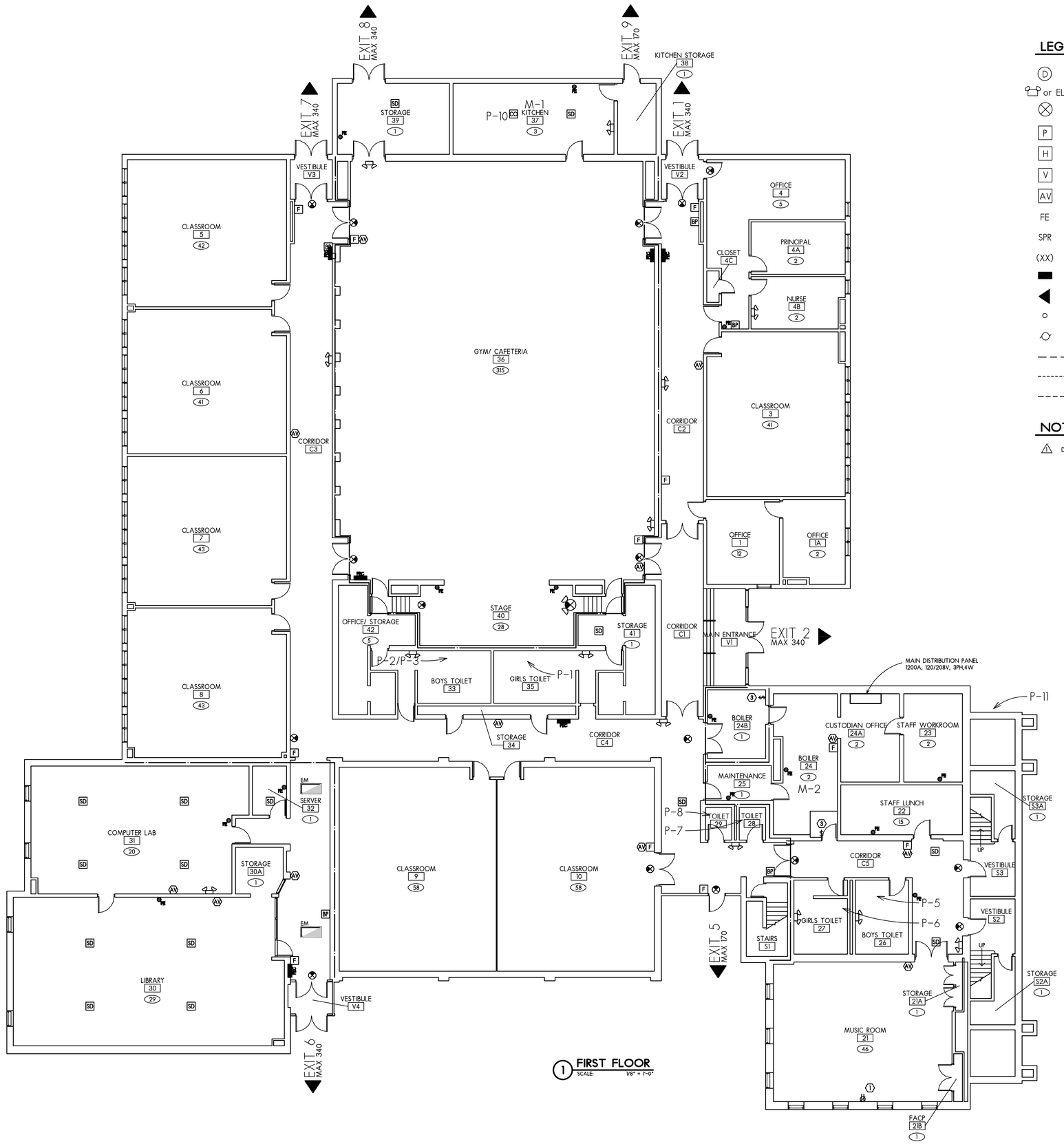
DRAWN	APPROVED

DATE:	11-03-21
PROJECT NUMBER	30161
SHEET NUMBER	A1.0



1 FIRST FLOOR
SCALE: 1/8" = 1'-0"

LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⊙	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

FLOOR PLAN

SCALE: 1/8" = 1'-0"

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ISSUED FOR: DATE
DRAWN APPROVED

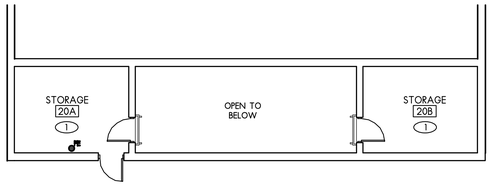
DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.1

LEGEND

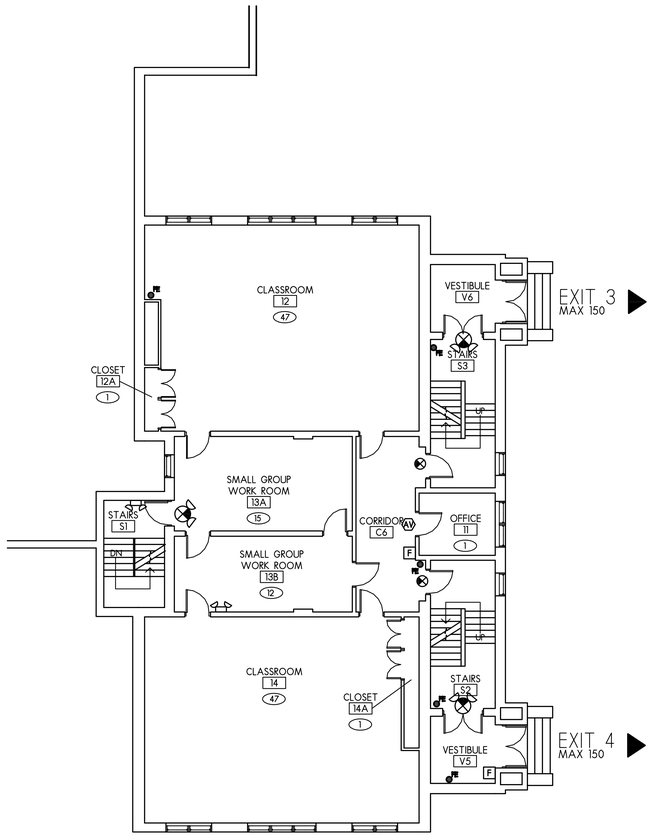
(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
▬	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⊙	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

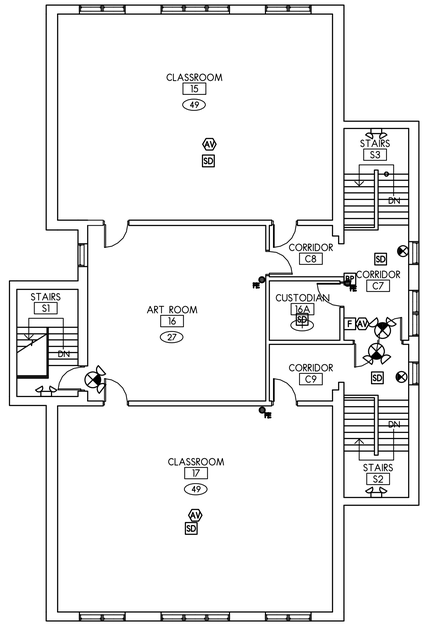
⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE



1 MEZZANINE
SCALE: 1/8" = 1'-0"



2 SECOND FLOOR
SCALE: 1/8" = 1'-0"



3 THIRD FLOOR
SCALE: 1/8" = 1'-0"

FLOOR PLAN
SCALE: 1/8" = 1'-0"

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HEALTH LIFE SAFETY SURVEY
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ISSUED FOR:	DATE
DRAWN	APPROVED

DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.2

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Lily Lake Grade School

Sub-total - a. Urgent	without contingency	$28,675.00
Sub-total - b. Required	without contingency	$66,685.00
Sub-total - c. Recommended	without contingency	$130,665.00
Sub-total		**$226,025.00**
Contingency		$22,603
A/E Fees		$24,863
TOTAL - PRELIMINARY		**$273,490**

Urgent items for Lily Lake Grade School were primarily comprised of adding fire and smoke protection devices, ada updates, and some general repair items.

10 – YEAR
SAFETY SURVEY REPORT
2021

PRAIRIE VIEW GRADE SCHOOL CENTRAL SD 301
10 N 630 Nesler Road
Elgin, Illinois 60124

I. GENERAL

ENROLLMENT	Grades K through 5 – 603 Students
CONSTRUCTION	Original Building 2000 (65,167 sf) – Types II (non-combustible) ADDITIONS: 2006 Addition(16,000 sf) TOTAL = (81,167 sf.)
BUILDING TYPE	Original Building and Additions (single story non – combustible)
ACCESSIBILITY	There are accessible entrances, toilets, drinking fountains to all floors.
LOCAL FIRE ALARM SYSTEM	Cyberus Protronics MXL-1Q
NEAREST FIRE STATION	Served by Pingree Grove fire department located at 39 W 160 Plank Road, Elgin, IL – approx. 2 miles away.
WATER SYSTEM	City water – A 4” domestic water main enters the building within the water service room 159. This water main is fed from the school water well located on the property.

II. CONSTRUCTION DETAILS

YEARS BUILT	Refer to site plan drawing.	
HEIGHT	One (1) story.	
FLOOR AREA	2000 Original Building	65,167 sf.
	2006 Addition	16,000 sf.
	Total Building Area	81,167 sf.
EXTERIOR WALL CONSTRUCTION	Precast concrete panels.	
FLOOR CONSTRUCTION	Floors are concrete slab on grade.	
ROOF CONSTRUCTION	Standing seam metal roof and ballasted membrane roof system.	
INTERIOR WALL CONSTRUCTION	Walls consist of gypsum board partitions.	
INTERIOR FINISH	Walls are painted gypsum board.	

10 – YEAR
SAFETY SURVEY REPORT
2021

III. EGRESS FACILITIES

GRADE EXITS	Adequate in arrangement, size, protection & hardware.
CORRIDORS	Adequate in arrangement, size, protection, smoke partitions and doors are provided as required.
STAIRWAYS	Stairs are metal pan filled with concrete. Adequate in arrangement, size, and protection except where otherwise noted.
WINDOWS	N/A
FIRE ESCAPES	N/A
EXIT SIGNS	Exit signs are located throughout the building to illuminate and identify exits and paths of travel. Some units require new lamps. Exit signs are battery pak type.
EMERGENCY LIGHTING	Emergency lighting fixtures served by the emergency stand-by generator located throughout the building illuminating assembly occupancies, exits, and paths of travel. Emergency lights are battery pak type.

IV. SPECIAL OCCUPANCY

GYMNASIUM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and concrete block walls.
BOILER ROOM	Separated from the rest of the school with rated hollow metal doors and frame assemblies and masonry walls.
MECHANICAL EQUIPMENT & STORAGE ROOMS	Separated from the rest of the school with concrete block and rated hollow metal door and frame assembly.

V. UTILITIES

HEATING PLANT	Two gas fired boilers provide the majority of the heat for the 2000 building. The boilers are Bryan HELC-240 flex tube boilers. The input of each boiler is 2400 CFH.
HEATING DISTRIBUTION	The method of heat distribution for the building is through hot water supply and return piping. A hot water pump (one primary and one standby) circulated hot water to classroom unit ventilators, air handling units, convectors, finned tube radiation, suspended unit heaters and cabinet unit heaters.

	The method of heat distribution for the main office, the LRC, the gymnasium and multi-purpose room is through air handling units with hot water coils. Heat is distributed via ductwork. Rooms with exterior exposure have supplemental hot ware heat.
VENTILATION	Ventilation to the classrooms is provided by unit ventilators. Ventilation to the main office is provided by an air handling unit with (VAV) boxes and hot water reheat coils. Ventilation to the LRC, gymnasium and multi-purpose room is provided by constant volume air handling units.
AIR CONDITIONING	Cooling in the main office area is generated through the VAV air handling unit equipped with a 'DX' coil and a roof mounted air cooled condensing unit. Cooling in the LRC is generated through the constant volume air handling unit equipped with a 'DX' coil and a roof mounted air cooled condensing unit. Cooling in the computer lab and small group instructional room is generated through ceiling mounted unit ventilators equipped with a 'DX' coil and a roof mounted air cooled condensing unit. The remainder of the building is heating only.
GAS SERVICE	Natural gas enters on the north side of the building, just west of the main entrance. The low-pressure service (7" W.C.) is equipped with a gas meter, pressure regulator and shut-off valve.
WATER HEATER	A 27,000 BTuh, 125 gallon atmospheric gas fired vertical storage water heater. This heater serves the entire school.
ELECTRICAL SYSTEMS	**Wiring:** During our survey, we were not able to determine specific wiring materials - whether copper or aluminum. In order to check that, an outlet box, panel, electrical device, or equipment must be opened. Opening of an electrical device/equipment requires shutting off power to that device/equipment. Then the

wire must be pulled out from the device and the insulation stripped to verify material. Even after doing that there is no assurance that same material is used throughout the school since the facility could consist of various additions and renovations and different wiring might have been used at different construction locations. During our many years of experience we have not come across any aluminum wiring in any building. In general, we have heard of rare use of aluminum winding in transformers, aluminum bus bars in panels or aluminum wiring for high voltage cables. But, use of aluminum wiring for conventional wiring for outlets, lights and electrical distribution is rare. If necessary, for an upcoming construction project, we can verify the wiring materials installed, provided the school electrician can turn some of the electrical devices off for our inspection.

Electrical Service: The buildings electrical system consists of a 1200 amps 480Y/277V, 3-phase metered. Panels, switches, and circuit breakers are in good condition. Classroom fixtures provide adequate illumination levels.

Rescue Assistance System: There is no rescue assistance panel in the building. It is not required by current Illinois Administrative Code 175 or 185. However, it is requited by Illinois Accessibility Code. Therefore, we are recommending its incorporation.

PLUMBING SYSTEMS

The 4” domestic water main enters the building within the water service room 159. This water main is fed from the school potable water well located on the property. Within the water service room is a hydro-pneumatic storage tank (approx. 5,500 gallons) to hold potable water and provide system pressure when well pump is not running. The raw domestic water is softened through an ion exchange softener located within the water service room 159. A 4” domestic water main serves the entire school.

FIRE PROTECTION SYSTEMS

The fire protection consists of a vertical water storage tank (approx. 8,000 gallons) and a fire pump. The storage tank is filled from the potable water system. The fire pump is an in-line pump rated at 250 GPM. This equipment serves the sprinkler system for the entire school.

10 – YEAR
SAFETY SURVEY REPORT
2021

VI.	**PRIVATE PROTECTION**	
	FIRE ALARM SYSTEM	Cyberus Pyrotronics MXL-1Q, with direct line to the fire department. Numerous devices are missing.
	AUTOMATIC SPRINKLERS	Entire building.
	AUTOMATIC HEAT DETECTION	Automatic heat and smoke detectors throughout the building with direct connection to fire department.
	STANDPIPE HOSE LINES	None.
	FIRE EXTINGUISHERS	Located on drawings.
VII.	**SECURITY SYSTEM**	N/A
VIII.	**ENERGY CONSERVATION**	During the heating season, some of the thermostats can be set back when the building is unoccupied.
IX.	**ASBESTOS**	See attached AHERA 3-year reinspection report.
		Areas of suspicion noted on survey.
X.	**PAVING**	Parking lots are blacktop. Sidewalks are concrete.

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Prairie View Grade School

Sub-total - a. Urgent	without contingency	$30,250.00
Sub-total - b. Required	without contingency	$6,950.00
Sub-total - c. Recommended	without contingency	$57,657.00
Sub-total		**$94,857.00**
Contingency		$9,486
A/E Fees		$10,434
TOTAL - PRELIMINARY		**$114,777**

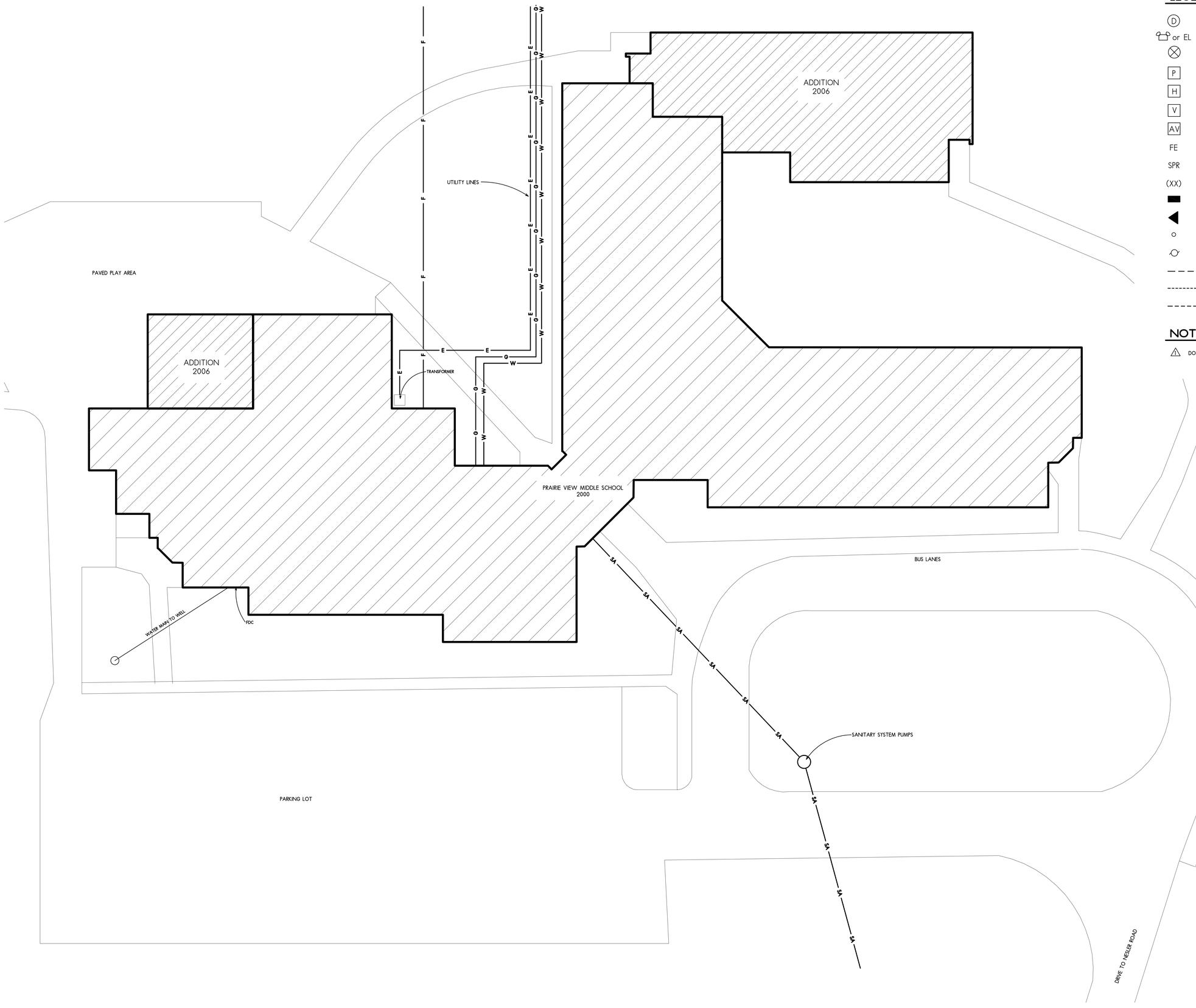
Urgent items for Prairie View Grade School were primarily comprised of adding fire and smoke protection devices, ada updates, and some general repair items.

ARCH											
A1	Main entrance	c. Recommended	PM 96 304 exterior	Paint is damaged on columns	Remove loose paint, prime and paint	2031	O	10	ea	$100.00	$1,000.00
A2	East ext wall	c. Recommended	PM 96 304 exterior	minor surface cracks in concrete, typical	Investigate and seal cracks	2031	O	30	lf	$8.00	$240.00
A3	East ext wall	c. Recommended	PM 96 304 exterior	FD connection leaking	repair leak, clean wall stains and re-paint	2031	F	1	ea	$250.00	$250.00
A4	Door 13	c. Recommended	PM 96 304 exterior	Downspout drains into concrete joint	Re-route downspout and seal joint	2031	O	1	ea	$200.00	$200.00
A5	Door 13	c. Recommended	PM 96 304 exterior	Sill sealant damage	replace sill sealant	2031	O	6	lf	$20.00	$120.00
A6	Door 12	a. Urgent	ADA 2010/ IAC 2018	No railing on ramp	Re construct ramp with handrail	2023	O	40	sf	$75.00	$3,000.00
A7	Door 12	a. Urgent	ADA 2010/ IAC 2018	Stoop not ADA	replace stoop with larger ADA stoop	2023	O	30	sf	$75.00	$2,250.00
A8	Door 12	c. Recommended	PM 96 304exterior	Door frame rust	replace door frame	2031	O	1	ea	$500.00	$500.00
A9	Right of Door 11	c. Recommended	PM 96 304 exterior	CMU to P.C. joints cracking	Replace old sealant with new	2031	O	20	lf	$8.00	$160.00
A10	Left of Door 11	c. Recommended	PM 96 304 exterior	Dirty CMU face from unknown cause	remove substance	2031	O	25	sf	$10.00	$250.00
A11	Between Door 10 & 9	c. Recommended	PM 96 304 exterior	Drip edge coming out of head joint	repair drip edge	2031	O	1	ea	$100.00	$100.00
A12	Left of Door 9	c. Recommended	PM 96 304 exterior	Sealant failure at CMU/ P.C. joint	Replace sealant joint	2031	O	20	lf	$8.00	$160.00
A13	Door 7	c. Recommended	PM 96 304 exterior	Door frame rust	Replace door frame	2031	O	1	ea	$500.00	$500.00
A14	Along east wall of 130	c. Recommended	PM 96 304 exterior	Sealant at louver perimeter	Replace sealant joint	2031	O	12	lf	$8.00	$96.00
A15	east wall of 130	c. Recommended	PM 96 304 exterior	Missing sealant at pipe penetration	seal penetration	2031	O	1	lf	$8.00	$8.00
A16	Door 5	c. Recommended	PM 96 304 exterior	Sealant on left and right of door at base of wall	reseal door perimeter	2031	O	50	lf	$8.00	$400.00
A17	North of door 5	c. Recommended	PM 96 304 exterior	Damaged pipe and sealant at penetration	replace and seal	2031	O	1	ea	$100.00	$100.00
A18	Outside Classroom 205	c. Recommended	PM 96 304 exterior	Seal top of hose bib	seal penetration	2031	O	1	ea	$50.00	$50.00
A19	Outside Classroom 211	c. Recommended	PM 96 304 exterior	Seal top of hose bib	seal penetration	2031	O	1	ea	$50.00	$50.00
A20	North wall of Vestibule 224	c. Recommended	PM 96 304 exterior	Drip edge turned up	repair drip edge	2031	O	6	lf	$10.00	$60.00
A21	Outside Classroom 400	c. Recommended	PM 96 304 exterior	Drip edge at head joint pushed out	repair drip edge	2031	O	6	lf	$10.00	$60.00
A22	Outside Classroom 408 & 416	c. Recommended	PM 96 304 exterior	Control joint sealant failing, typical	replace all precast control joints	2031	O	200	ea	$120.00	$24,000.00
A23	Outside Corridor window	c. Recommended	PM 96 304 exterior	CMU cracks under sill	seal settling cracks	2031	O	5	lf	$8.00	$40.00
A24	Door 3	c. Recommended	PM 96 304 exterior	Minor cracks at corner	seal cracks	2031	O	5	lf	$8.00	$40.00
A25	Outside Restrooms	c. Recommended	PM 96 304 exterior	Drip edge pushed up	repair drip edge	2031	O	10	lf	$10.00	$100.00
A26	Outside Staff Restrooms	c. Recommended	PM 96 304 exterior	Drip edge pushed up	repair drip edge	2031	O	10	lf	$10.00	$100.00
A27	Outside Library	b. Required	PM 96 304 exterior	Three panels missing bottom trim, storefront	Replace bottom trim	2026	O	3	ea	$50.00	$ 150.00
A28	Outside 310 - Mech	c. Recommended	PM 96 304 exterior	Sealant at louver perimeter	reseal louver	2031	O	12	lf	$8.00	$96.00
A29	Outside 312/314 - Restrooms	c. Recommended	PM 96 304 exterior	seal pipe penetration	reseal penetration	2031	O	1	ea	$50.00	$50.00
A30	Outside 328 - Classroom	c. Recommended	PM 96 304 exterior	caulk hose bib box	reseal box	2031	O	1	ea	$50.00	$50.00
A31	Outside Door 2	a. Urgent	ADA 2010/ IAC 2018	concrete settling in front of door	Mudjack walk at stoop	2023	F	25	SF	$20.00	$500.00
A32	Outside Door 2	c. Recommended	PM 96 304 exterior	Downspout drains into concrete joint	Redirect downspout and seal joint	2031	O	1	ea	$200.00	$200.00
A33	Outside 317 - Classroom	c. Recommended	PM 96 304 exterior	spalling	Repair spalling on wall	2031	O	1	sf	$50.00	$50.00
A34	Outside 317 - Classroom	c. Recommended	PM 96 304 exterior	Caulk hose bib box	re-seal hydrant box	2031	O	1	ea	$50.00	$50.00
A35	Outside south 300's classroom windows	c. Recommended	PM 96 304 exterior	Window sealant failure	replace window seals	2031	O	21	ea	$200.00	$4,200.00
A36	Outside 303/301 - Classroom	c. Recommended	PM 96 304 exterior	caulk hose bib box	re-seal hydrant box	2031	O	1	ea	$50.00	$50.00
A37	133	b. Required	ADA 2010/ IAC 2018	Door needs new hardware	replace door hardware	2026	O	1	ea	$250.00	$250.00
A38	133	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	2	ea	$100.00	$200.00
A39	Corridor B	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	2	ea	$100.00	$200.00
A40	Corridor C	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	2	ea	$100.00	$200.00
A41	145A	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A42	Door 14	c. Recommended		Weather stripping failing	Replace weather seals	2031	O	20	lf	$8.00	$160.00
A43	163 - Boys Restroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A44	V6 - Vestibule	c. Recommended	PM 96 305.3 Interior surfaces	floor tiles curling	replace floor tile	2031	O	10	sf	$20.00	$200.00

ARCH											
A45	V6 - Vestibule	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile,	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A46	170 - Multipurpose room	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile, multiple spots	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	3	ea	$100.00	$300.00
A47	V7 - Vestibule	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A48	Door 12	c. Recommended	PM 305.6 Interior Doors	Door frame rust	replace door frame	2031	O	1	ea	$500.00	$500.00
A49	184 -Storage	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water spot, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A50	Door 10	c. Recommended	PM 96 305.3 Interior surfaces	Door frame rust, mullion rust severe	replace rusty frame and weather stripping	2031	O	1	ea	$500.00	$500.00
A51	Door 9	c. Recommended	PM 96 305.3 Interior surfaces	Door frame rust, mullion rust severe, Weatherstripping failing/ rotting	replace mullion and weather stripping	2031	O	1	ea	$500.00	$500.00
A52	Door 8	c. Recommended	PM 96 305.6 Interior doors	Door frame rust, right door closer leaking	replace rusty frame and hardware	2031	O	1	ea	$1,000.00	$1,000.00
A53	Door 7	c. Recommended	PM 96 305.6 Interior doors	Door frame rust	replace rusty frame	2031	O	1	ea	$500.00	$500.00
A54	144 - Office	c. Recommended	PM 96 305.3 Interior surfaces	water damage	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A55	144 - Office	c. Recommended	PM 96 305.3 Interior surfaces	corner cracks	caulk corner cracks	2031	O	2	ea	$50.00	$100.00
A56	142 - Storage/ Elec	a. Urgent	IEC 2003	No storage within 6' of electrical panels	Remove items from in front of Electrical panels	2023	O	1	ea	$0.00	$0.00
A57	Corridor c	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A58	301 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A59	303 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A60	305 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A61	Corridor D	c. Recommended	PM 96 305.3 Interior surfaces	Cracking in VCT tile	remove floor finish, mill and re-surface concrete, apply new flooring	2031	O	1	ea	$1,500.00	$1,500.00
A62	306 - Storage	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A63	203 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A64	300 - Learning Resource Center	a. Urgent	IBC 2003 / 430 ILSC 60	Multiple instances of wired glass	remove and replace wire glass from existing frames	2023	F	50	sf	$20.00	$1,000.00
A65	304 - Office	a. Urgent	IFC 96	No smoke detector	install smoke detector	2023	F	1	ea	$200.00	$200.00
A66	310 - Mech.	c. Recommended	PM 96 305.3 Interior surfaces	Wall at mop basin damaged	Repair and re-finish wall	2031	O	50	sf	$10.00	$500.00
A67	312 - Boys Restroom	a. Urgent	ADA	Pipe under sink not covered, not ADA	Add pipe covers to lavs	2023	O	2	ea	$200.00	$400.00
A68	313 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A69	321 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	1	ea	$100.00	$100.00
A70	V3 - Vestibule	c. Recommended	PM 96 305.3 Interior surfaces	Water damage on ceiling tile, tile damaged at door	investigate cause of water damage, make necessary repairs and replace ceiling tile	2031	O	2	ea	$100.00	$200.00
A71	400 - Classroom	c. Recommended	PM 96 305.3 Interior surfaces	Crack in corner	Caulk crack -non structural	2031	O	5	lf	$10.00	$50.00

ARCH											
A72	401 - Custodian	c. Recommended	PM 96 305.3 Interior surfaces	Severe cracking in floor from column outside door	remove floor finish, mill and re-surface concrete, apply new flooring	2031	O	25	sf	$25.00	$625.00
A73	Corridor F	c. Recommended	PM 96 305.3 Interior surfaces	Severe cracking in floor from column outside 401,	remove floor finish, mill and re-surface concrete, apply new flooring	2031	O	50	sf	$25.00	$1,250.00
A74	403 - Staff Women's Restroom	c. Recommended	PM 96 305.3 Interior surfaces	Severe cracking in floor throughout bathroom	remove floor finish, mill and re-surface concrete, apply new flooring	2031	O	10	sf	$25.00	$250.00
A75	Classrooms, Typ.	b. Required	PM 96 305.3 Interior surfaces	Casework pulling from wall/ missing caulk - typ.	recaulk	2026	O	30	lf	$5.00	$150.00
A76	Doorways, Typ.	b. Required	185.370 (7)m	Door stoppers present at most doors/ rooms - not allowed	Remove door stoppers	2026	O	10	ea	$0.00	$0.00
A77	125 - Teachers Lounge	c. Recommended	PM 96 305.3 Interior surfaces	Old blue carpet, end of life	replace carpet	2031	O	1033	sf	$8.00	$8,264.00
A78	111 - Assistant Principle	c. Recommended	PM 96 305.3 Interior surfaces	Old blue carpet, end of life	replace carpet	2031	O	150	sf	$8.00	$1,200.00
A79	109 - Conference	c. Recommended	PM 96 305.3 Interior surfaces	Old blue carpet, end of life	replace carpet	2031	O	375	sf	$8.00	$3,000.00
A80	107 - Principal	c. Recommended	PM 96 305.3 Interior surfaces	Old blue carpet, end of life	replace carpet	2031	O	216	sf	$8.00	$1,728.00
A81	141 - Custodian	a. Urgent	185.370 (7)m	Door needs new hardware	replace hardware	2023	F	1	ea	$1,000.00	$1,000.00
A82	Door 4	b. Required	PM 96 305.6 Interior doors	Door frame rust, mullion rust	replace center mullion	2026	O	1	ea	$500.00	$500.00
ELEC.											
E1	Mechanical 140C	b. Required	NEC	Hose Bibb is too close to panel DP-4	Move hose bibb.	2026	O	1	ea	$500.00	$500.00
E2	Kitchen 180	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	1	ea	$850.00	$850.00
E3	Mechanical 158	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	1	ea	$850.00	$850.00
E4	Mechanical 159	a. Urgent	185.370.a.6	No emergency light	Add EM light	2023	F	1	ea	$500.00	$500.00
E5	Office 111	a. Urgent	185.395.d.4	No audio-visual device	Add audio-visual device	2023	F	1	ea	$850.00	$850.00
E6	Custodian 141,401	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	2	ea	$850.00	$1,700.00
E7	Toilet Rooms 312,314,163,161	a. Urgent	185.395.d.4	No audio-visual device	Add audio-visual device	2023	F	4	ea	$850.00	$3,400.00
E8	Toilet Rooms 121,123,115A,402,403	a. Urgent	185.370.a.6	No emergency lights	Add EM lights	2023	F	5	ea	$500.00	$2,500.00
E9	Toilet room 115A	a. Urgent	185.395.d.4	No visual device	Add visual device	2023	F	1	ea	$850.00	$850.00
E10	Storage rooms 172,176,184,144,139,131, 122,140A,188,160,306,306 B	a. Urgent	185.395.d.4	No smoke detector	Add smoke detector	2023	F	12	ea	$850.00	$10,200.00
MECH											
M1	140C MECHANICAL	a. Urgent	185.495	No Boiler Inspections Posted for Boiler Room in Basement	Have boiler inspected by fire marshal	2026	O	1	ea	$100.00	$100.00
M2	180 KITCHEN	a. Urgent	185.46	No Kitchen Hood Exhaust Inspections Posted	Have hood inspected by fire marshal	2026	O	1	ea	$100.00	$100.00
PLUMB.											
P-1	403	b. Required	IPC 890.650	No anti-microbial toilet seats.	Provide anti-microbial toilet seat.	2026	O	2	ea	$100.00	$200.00
P-2	401	b. Required	IPC 890.200	No insulation on inlet/outlet of water heater.	Insulate piping.	2026	O	1	ea	$100.00	$100.00

ARCH											
P-3	214	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	4	ea	$200.00	$800.00
P-4	212	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	4	ea	$200.00	$800.00
P-5	312	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	4	ea	$200.00	$800.00
P-6	314	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	4	ea	$200.00	$800.00
P-7	115A	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	1	ea	$200.00	$200.00
P-9	157	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	1	ea	$200.00	$200.00
P-10	147	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	1	ea	$200.00	$200.00
P-11	161	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	3	ea	$200.00	$600.00
P-12	163	b. Required	IPC 890.680	Thermostatic Mixing Valve on Lavatory.	Provide thermostatic mixing valve on Lavatory.	2026	O	3	ea	$200.00	$600.00
P-13	Exterior	b. Required	185.485	Gas meter shutoff valve needs identification sign.	Provide sign.	2026	O	1	ea	$100.00	$100.00
					Sub-total - a. Urgent	without contingency					$30,250.00
					Sub-total - b. Required	without contingency					$6,950.00
					Sub-total - c. Recommended	without contingency					$57,657.00
					Sub-total						**$94,857.00**
					Contingency					$0.10	$9,486
					A/E Fees					$0.10	$10,434
					TOTAL - PRELIMINARY						**$114,777**



LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
■	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⊙	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE

1 SITE PLAN
SCALE: 1" = 20'-0"

SITE PLAN
SCALE: 1" = 20'-0"
North

Larson & Darby Group
Architects Engineers Interiors
Rockford Office - 4949 Harrison Ave., Suite 100, P.O.Box 5207 Rockford, IL 61125 Tel (815) 484-0789 Fax (815) 229-9867

PROGRESS PRINT
Not For Construction
Date: 11-03-21

LARSON & DARBY GROUP
architects-engineers-interiors

PRAIRIE VIEW GRADE SCHOOL - CENTRAL SD 301
HEALTH LIFE SAFETY SURVEY
10 N 630 Nesler Road
Elgin, IL 60124

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ISSUED FOR: DATE
DRAWN APPROVED

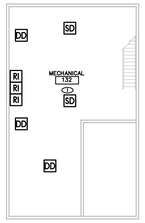
DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.0

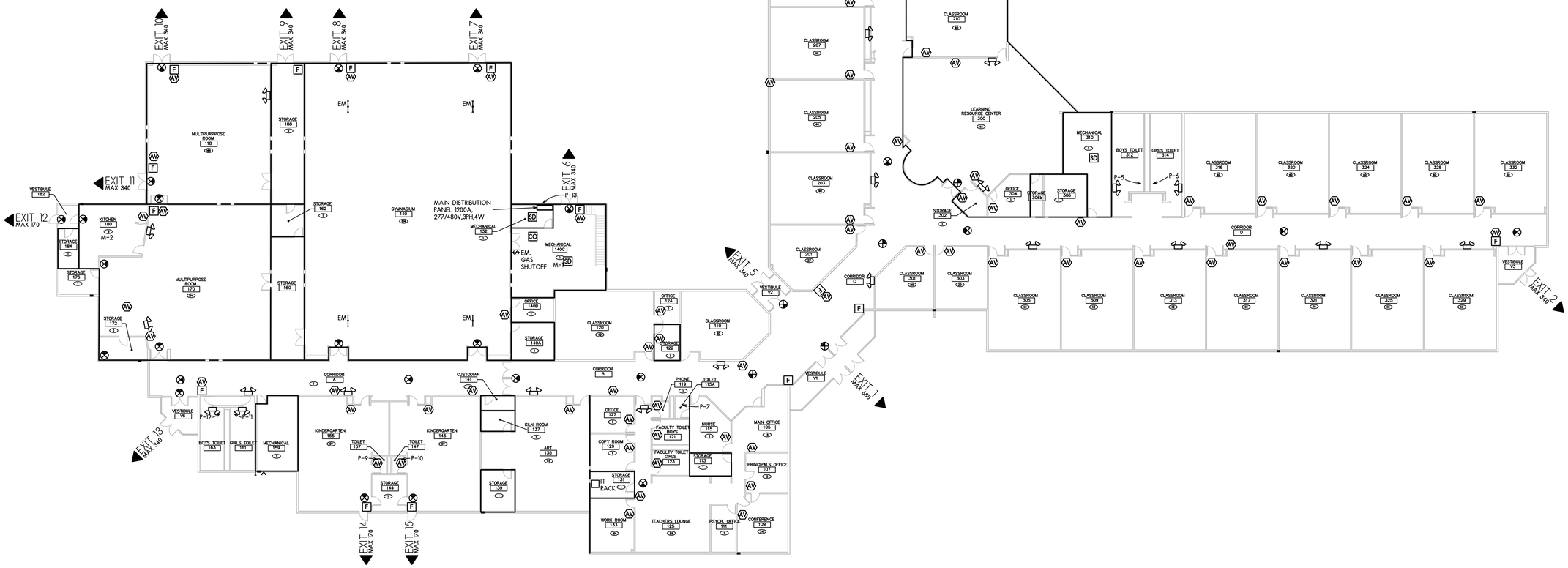
LEGEND

(D)	SMOKE OR HEAT DETECTOR
or EL	EMERGENCY LIGHT
⊗	EXIT LIGHT
P	PULL STATION
H	FIRE ALARM (HORN ONLY)
V	FIRE ALARM (STROBE ONLY)
AV	FIRE ALARM (HORN & STROBE)
FE	FIRE EXTINGUISHER
SPR	SPRINKLER
(XX)	ALLOWABLE OCCUPANCY
■	DEFIBRILLATOR
◀	EXIT CAPACITY
○	SPRINKLER HEAD
⊙	MOTOR OUTLET BOX
— — — —	2 HOUR SEPARATION
----------	1 HOUR SEPARATION
– – – – – –	SMOKE COMPARTMENT

NOTES :

⚠ DOORS INADEQUATE FOR 1 HOUR ENCLOSURE





1 FLOOR PLAN
SCALE: 1/16" = 1'-0"

FLOOR PLAN

SCALE: 1/16" = 1'-0"

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ISSUED FOR: DATE
DRAWN APPROVED

DATE: 11-03-21
PROJECT NUMBER 30161
SHEET NUMBER A1.1

Larson & Darby Group
Architecture Engineering Interiors

Report Summary - Prairie View Grade School

Sub-total - a. Urgent	without contingency	$30,250.00
Sub-total - b. Required	without contingency	$6,950.00
Sub-total - c. Recommended	without contingency	$57,657.00
Sub-total		**$94,857.00**
Contingency		$9,486
A/E Fees		$10,434
TOTAL - PRELIMINARY		**$114,777**

Urgent items for Prairie View Grade School were primarily comprised of adding fire and smoke protection devices, ada updates, and some general repair items.

Central Community Unit School District 301
Student Enrollment Report

12/16/2021

School	Year	PreK	KDG	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Current Total	Last Month	Change
	21-22	38	97	109	96	103	88	115								646		
Country T	20-21	25	93	81	94	88	108	96								585		
	19-20	34	86	100	86	119	104	117								646		
H.B. Thom	21-22	41	112	106	113	101	104	118								695		
	20-21	21	88	96	91	98	110	95								599		
	19-20	28	100	98	100	114	97	115								652		
Lily Lake	21-22		55	37	47	50	36	48								273		
	20-21		30	37	44	32	38	53								234		
	19-20		39	41	36	34	55	42								247		
Prairie Vie	21-22	29	82	85	91	104	102	114								607		
	20-21	28	73	92	105	101	109	103								611		
	19-20	38	91	104	98	117	103	104								655		
Prairie Kn	21-22								373	398						771		
	20-21								374	355						729		
	19-20								351	338						689		
Central MS	21-22										363					363		
	20-21										344					344		
	19-20										316					316		
Central HS	21-22											354	316	318	340	1328		
	20-21											319	329	349	279	1276		
	19-20											334	354	263	301	1252		
																4683		
TOTAL DI	21-22	108	346	337 / 16%	347 / 9.29%	358 / 7.2%	330 / 3.5%	395 / 8.2%	373 / 7.5%	398 / 6.4%	363 / 2.2%	354 / 2.9%	316 / -.9%	318 / 33%	340 / 2.6%	4678		
	20-21	74	284	306 / *-2.7%	334 / -.3%	319 / *-5.2%	365 / *-3.4	347 / *-1.1%	374 / 1.13%	355 / 1.7%	344 / .9%	319 / *-1.6%	329 / *-1.4%	349 / *-.01%	279 / .06%	4378		
	19-20	100	316	343	320	384	359	378	351	338	316	334	354	263	301	4457		
Special Education (not included in above numbers)																		
Out-of-District		0	2	1	2	3	7	4	7	6	7	7	4	7	18	75		

Contract Class Size Language Aide/Split
Kindergarten - 2 - 23/26 Grade 3 - 5 - 25/28 Grade 6-8 30 - split Grades 9th -12th - 31 split

CENTRAL COMMUNITY UNIT SCHOOL DISTRICT #301
2022-2023 DRAFT CALENDAR

August 2022

Mon	Tue	Wed	Thu	Fri	Total
1	2	3	4	5	0
8	9	10	11	12	0
15	16	17	18	19	5
22	23	24	25	26	5
29	30	31			3
				Total	13
Accumulated Days					13

September 2022

Mon	Tue	Wed	Thu	Fri	Total
			1	2	2
X	6	7	8	9	4
12	13	14	15	16	5
19	20	21	22	23	5
26	27	28	29	30	5
				Total	21
Accumulated Days					34

October 2022

Mon	Tue	Wed	Thu	Fri	Total
3	4	5	6	7	5
X	11	12	13	**14]**	4
17	18	19	20	21	3
24	25	26	27	28	4
31					1
				Total	17
Accumulated Days					51

November 2022

Mon	Tue	Wed	Thu	Fri	Total
	1	2	3	4	4
7	X	9	10	11	4
14	15	16	17	18	5
21	22	23	X	25	2
28	29	30			3
				Total	18
Accumulated Days					69

December 2022

Mon	Tue	Wed	Thu	Fri	Total
			1	2	2
5	6	7	8	9	5
12	13	14	15	16	5
19	20	**21]**	22	23	3
X	27	28	29	30	0
				Total	15
Accumulated Days					84

January 2023

Mon	Tue	Wed	Thu	Fri	Total
X	3	4	5	6	0
9	10	11	12	13	4
X	17	18	19	20	4
23	24	25	26	27	5
30	31				2
				Total	15
Accumulated Days					99

February 2023

Mon	Tue	Wed	Thu	Fri	Total
		1	2	3	3
6	7	8	9	10	5
13	14	15	16	17	5
X	21	22	23	24	4
27	28				2
				Total	19
Accumulated Days					118

March 2023

Mon	Tue	Wed	Thu	Fri	Total
		1	2	3	2
6	7	8	9	10	5
13	14	15	16	**17]**	5
20	21	22	23	24	5
27	28	29	30	31	0
				Total	17
Accumulated Days					135

April 2023

Mon	Tue	Wed	Thu	Fri	Total
3	4	5	6	X	4
10	11	12	13	14	5
17	18	19	20	21	5
24	25	26	27	28	5
				Total	19
Accumulated Days					154

May 2023

Mon	Tue	Wed	Thu	Fri	Total
1	2	3	4	5	5
8	9	10	11	12	5
15	16	17	18	19	5
22	23	24	25	**26]**	5
X	30	31			0
				Total	20
Accumulated Days					174

June 2023

Mon	Tue	Wed	Thu	Fri	Total
			1	2	0
5	6	7	8	9	0
12	13	14	15	16	0
19	20	21	22	23	0
26	27	28	29	30	0
				Total	0

July 2023

Mon	Tue	Wed	Thu	Fri	Total
3	4	5	6	7	0
10	11	12	13	14	0
17	18	19	20	21	0
24	25	26	27	28	0
31					0
				Total	0

Accumulated Student Days = 174 excluding emergency days

Teacher Days = 182 excluding emergency days

HOLIDAYS	
Labor Day	Sep. 5
Columbus Day	Oct. 10
Election Day	Nov. 8
Thanksgiving Day	Nov. 24
Christmas Day	Dec. 25
New Year's Day	Jan. 1
M.L. King's Birthday	Jan. 16
President's Day	Feb. 20
Memorial Day	May 29

End of Quarter	]
School Begins August 15	
Kindergarten/Early Childhood Begins August 22	
School Ends May 25 without the use of 5 Emergency Days	
First Semester = 84 Days	
Second Semester = 90 Days	

LEGEND	
Holiday - No School	X
Non-Attendance Day - No School	
Teacher Institute Day - No School Students	
Teacher Work Day - No School Students	
Teacher In-Service - Half Day Students / Previous Evening PC	
School Improvement - Half Day Students	
Parent-Teacher Conferences - No School Students	
Evening Parent Teacher Conferences - Full Day for Students	
Emergency Day	

CENTRAL UNIT SCHOOL DISTRICT 301

Pam Israelson <pam.israelson@central301.net>

SmartProcure FOIA Request to Central Community Unit School District No. 301 for Contact Information

1 message

kareng@smartprocure.com <kareng@smartprocure.com> Wed, Nov 10, 2021 at 10:47 AM
To: Pam Israelson <pam.israelson@central301.net>

Dear Pam Israelson or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Central Community Unit School District No. 301 for all current employee/staff contact information. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. First Name
2. Last Name
3. Position Title
4. Department
5. Direct Phone Number (if does not exist, list main phone number with extension)
6. Business Cell Phone (if provided by Central Community Unit School District No. 301)
7. Email Address
8. Office Address (Address, City, State, Zip)

Please email the information or use the following web link below to upload the information. There is no file size limitation:

http://upload.smartprocure.com/?st=IL&org=CentralCommunityUnitSchoolDistrictNo301

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to the email address noted below in my signature.

Regards,

Karen Garcia
Data Acquisition Specialist

SmartProcure

Direct: 754-212-0045
Support:
954-420-9900

CENTRAL UNIT SCHOOL DISTRICT 301

Pam Israelson <pam.israelson@central301.net>

Re: SmartProcure FOIA Request to Central Community Unit School District No. 301 for Contact Information

1 message

kareng@smartprocure.com <kareng@smartprocure.com> Tue, Nov 23, 2021 at 9:38 AM
To: "pam.israelson" <pam.israelson@central301.net>

Dear Pam Israelson,

This email serves as confirmation that we have received records from Central Community Unit School District No. 301. SmartProcure thanks you for taking the time to answer our request. We will begin the process of updating our records to accurately reflect the new contact information provided. Should we have further questions we will be in contact with you soon.

Again, we appreciate your assistance.

Best regards,

Karen Garcia
Data Acquisition Specialist

SmartProcure

Direct: 754-212-0045
Support:
954-420-9900

Email: kareng@smartprocure.com

PO Box 4968, Deerfield Beach, FL 33442-4968