



**MOUNT PROSPECT SCHOOL DISTRICT 57 BOARD OF EDUCATION**  
**Administration Building**  
**701 W. Gregory Street, Mount Prospect, IL 60056**

**AGENDA – REGULAR MEETING**  
**May 21, 2020 7:00 PM**  
**Video Conference**

Call to Order and Roll Call

New Business

1. Election of Board of Education Officers

Communications

- NSSEO Report
- Board President Report

Community Comments

Staff Reports

1. Superintendent Report
  - Transportation
  - Remote Learning Update

Consent Agenda

1. Minutes of the following Board of Education Meeting
  - Regular Business Meeting April 16, 2020 – Open Session
2. Personnel Transactions (Goals 5a and 6a)
  - Approve employment and administrative contract of one individual
  - Accept resignation of one administrative employee
  - Approve employment of four certified individuals
  - Accept retirement of one certified employee
  - Accept retirement of one ESP employee
  - Approve base salary increase for payroll specialist
3. Financial Reports – April 2020 (Goal 6b)
4. Accounts Payable Bills (Goal 6b)
5. Approve 2020 – 2025 District Strategic Plan
6. Approve Board of Education Meeting Dates July 1, 2020 – June 30, 2021

Unfinished Business

New Business

2. First Read of the Following Board of Education Policies
  - 2:125 – Board Member Compensation; Expenses
  - 2:160 – Board Attorney
  - 4:50 – Payment Procedures
  - 5:35 – Compliance with the Fair Labor Standards Act
  - 5:50 – Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
  - 5:150 – Personnel Records
  - 5:210 – Resignations
  - 5:280 – Duties and Qualifications

Mount Prospect School District 57 is subject to the requirements of the Americans with Disabilities Act of 1990, as well as Section 504 of the Rehabilitation Act of 1973. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to attend and/or participate, or who have questions regarding the accessibility of the meeting or the facilities, are requested to promptly contact Dr. Elaine Aumiller at (847) 394-7300.

- 6:135 – Accelerated Placement Program
- 6:235 – Access to Electronic Networks
- 6:280 – Grading and Promotion
- 7:70 – Attendance and Truancy
- 7:90 – Release During School Hours
- 7:130 – Student Rights and Responsibilities
- 7:325 – Student Fundraising Activities
- 8:10 – Connection with the Community
- 8:30 – Visitors to and Conduct on School Property
- 8:80 – Gifts to the District
- 8:110 – Public Suggestions and Concerns

3. Approve NSSEO Budget

Board Discussion

Closed Session

Adjournment



## Board of Education

701 West Gregory Street, Mount Prospect, Illinois 60056-2296  
P (847) 394-7300 / F (847) 394-7311 / www.d57.org

### **Call to Order and Roll Call**

President Eileen Kowalczyk called the Regular Business Meeting of the Board of Education of April 16, 2020, held via Zoom conferencing, to order at 7:01 p.m. Board members present: Vicki Chung, Kimberly Fay, Jennifer Kobus, Brian Maye, Gerald McCluskey, Rachael Rothrauff, and Eileen Kowalczyk. Absent: None.

### **Communications**

#### **Board of Education**

**NSSEO:** Member Maye reported that he attended the April 1 meeting which was held through Zoom conferencing. E-learning with its challenges was discussed. There was also discussion about the budget.

**Education Foundation:** Member Chung did not have a report.

**PTO Reports:** None.

**Board President Report:** President Kowalczyk said the May 7 meeting is cancelled and the next meeting will be May 21.

### **Community Comments**

Any community member who wished to address the Board was to send an email to Superintendent Aumiller with their questions or comments. President Kowalczyk asked Superintendent Aumiller if there were any community comments and Dr. Aumiller said she received none.

### **Staff Reports**

#### • Superintendent Report

##### 1. **Strategic Plan 2020 – 2025**

Superintendent Aumiller said the Strategic Plan document was in the Board packet and showed changes and additions. She asked if anyone had any questions which no one did. She said the Strategic Plan will be on the agenda for approval for the May 21 meeting and some technology items will be added.

##### 2. **Preview Board of Education Meeting Dates July 2020 – June 2021**

Superintendent Aumiller said the schedule of the Board of Education meetings from July 2020 through June 2021 was in the packet. She said most of the meetings on the first Thursday of the month were tentative. She asked if any member had any questions but there were none. The schedule of the meeting dates will be on the May 21 agenda for approval.

### **Consent Agenda**

President Kowalczyk said it was necessary to pull the Minutes of the March 19 meeting from the Consent Agenda because all members were not present at that meeting. President Kowalczyk asked if anyone wanted any other item removed but no one did. Member Maye reviewed the bills and said everything was in order. President Kowalczyk entertained a motion to approve the Minutes. Vice President Chung moved, seconded by Member Maye, to approve the Minutes of the Regular Business Meeting of March 19, 2020 – Open Session. Roll call vote resulted as follows

Yes: Chung, Fay, Kobus, Maye, McCluskey, Kowalczyk

No: None

Abstain: Rothrauff                      Motion carried.

President Kowalczyk entertained a motion to approve the remaining items of the Consent Agenda. Vice President Chung moved, seconded by Member Kobus, to approve Consent Agenda Items 2 through 5 as follows

## Item 2. Personnel Transactions

Approve the contracts for the following administrators:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
Karl Anderson	Assistant Principal	Westbrook	8/1/20	\$87,550/year
Una Durkan	Assistant Principal	Fairview	8/1/20	\$90,987/year
Danielle Dillon	Assistant Principal	Lions Park	8/1/20	\$90,987/year
Randy Steen	Assistant Principal	Lincoln	8/1/20	\$122,788/year
Sara Tyburski	Director Student Services	Admin	7/1/20	\$109,059/year

Approve the contract amendment for the following administrators:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
Trevor Hope	Director Technology	Admin	7/1/20	\$114,742/year
Adam Parisi	Asst Supt Finance/Operations	Admin	7/1/20	\$149,516/year

Approve the employment for the following certified individuals:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Courtney Stedman	Teacher - Special Education	Lions Park	8/17/20	* \$44,556/year
JoAnn Dynkin	Psychologist	Lincoln	8/17/20	* \$52,405/year

\*Salary includes Board paid TRS

Approve a first year leave of absence for the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Ella Bruno	Teacher - Kindergarten	Westbrook	End of 2019-20 School Year

Accept the resignation of the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Mariellyn Kowatsch	Student Services Coordinator	Lincoln	End of 2019-20 School Year

## Item 3. Financial Reports – March 2020

## Item 4. Accounts Payable Bills Totaling \$505,958.81

## Item 5. Approve Salary Increase for FY21 for Educational Support Staff Excluded from MPESPA Bargaining Unit

Roll call vote resulted as follows

Yes: Fay, Kobus, Maye, McCluskey, Rothrauff, Chung, Kowalczyk  
 No: None Motion carried.

**Unfinished Business**

None

**Community Comments**

This was the second time for community comments but there were none.

**New Business**1. Approve Transportation Contract

Mr. Adam Parisi, Assistant Superintendent for Finance and Operations, said the district went out to bid for transportation services and is recommending First Student, Inc. to continue transportation services as the sole bidder. Three companies, Grand Prairie Transit Inc., First Student Inc., and Sunrise, Inc., attended a mandatory pre-bid meeting on March 18 but only First Student, Inc. submitted a bid. The bid is for three years.

Board discussion followed with the first question for Mr. Parisi being what is the increase and what are other districts experiencing as far as increases. Mr. Parisi said this bid was a 17% increase but other districts have gotten increases up to 30% over the past few years. He said we have worked with First Student for the past five years and there is a lack of competition in this area. He was also asked if it made sense that the other two companies did not submit their bids. Mr. Parisi said Sunrise started before the schools were closed due to COVID 19 and Grand Prairie and First Student seem to go back and forth. Member McCluskey questioned if other districts are experiencing the same thing that maybe the transportation companies are backing away to get the cost higher. Member Kobus asked if the new bid has the same routes and Mr. Parisi said they are exactly the same. She also asked, with fuel cost down, what is driving the increase and Mr. Parisi said it is salary and benefits. He said First Student pays \$20-\$21 an hour and is still struggling to find drivers. Member Rothrauff asked how this would affect families. Mr. Parisi said it would probably be supplemented through the tax levy fund. He said the district has not raised transportation fees for several years but this is something the Board can look at next February as they approve fees for the 2021-22 school year.

President Kowalczyk entertained a motion. Member Maye moved, seconded by Member Fay, to approve the bid from First Student, Inc. to provide transportation services for the 2020-21, 2021-22, and 2022-23 school years with an option that may be mutually exercised to continue the contract for the 2023-24 and 2024-25 school years. Roll call vote resulted as follows

Yes: Kobus, Maye, McCluskey, Rothrauff, Chung, Fay, Kowalczyk  
No: None Motion carried.

2. Approve Resolution 200416 Regarding the Payment of Bills and the Execution of Time Sensitive Actions in the Event of a School District Shutdown

President Kowalczyk asked if anyone had any questions regarding the resolution. There being no questions she entertained a motion. Member Rothrauff moved, seconded by Vice President Chung, to approve Resolution 200416 Regarding the Payment of Bills and the Execution of Time Sensitive Actions in the Event of a School District Shutdown. Roll call vote resulted as follows

Yes: Maye, McCluskey, Rothrauff, Chung, Fay, Kobus, Kowalczyk  
No: None Motion carried.

**Board Discussion**

None

**Closed Session**

President Kowalczyk said there was no need for closed session.

**Adjournment**

There being no further business to come before the Board, President Kowalczyk entertained a motion to adjourn the meeting. Member Fay made a motion, seconded by Member Rothrauff, to adjourn the meeting. Roll call vote resulted as follows

Yes: McCluskey, Rothrauff, Chung, Fay, Kobus, Maye, Kowalczyk  
No: None Motion carried and the meeting adjourned at 7:17 p.m.

\_\_\_\_\_  
Virginia Webster, Secretary

\_\_\_\_\_  
Eileen B. Kowalczyk, President

Date of approval: May 21, 2020



## Mount Prospect School District 57 Board of Education

### PERSONNEL TRANSACTIONS

**MAY 21, 2020**

POLICY REFERENCE 5:30

That the Board of Education approve the employment and administrative contract of the following individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
<b>Susannah Wade</b>	Assistant Principal	Lincoln	8/1/20	\$86,000

That the Board of Education accept the resignation of the following administrative employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
<b>Trevor Hope</b>	Director of Technology	Admin	6/30/20

That the Board of Education approve the employment of the following certified individuals:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
<b>Kourtney Arreguin</b>	Teacher – Kindergarten	Westbrook	8/17/20	* \$58,983.00
<b>Phoebe Handler</b>	Teacher – Grade 1	Westbrook	8/17/20	* \$44,556.00
<b>Christine Happ</b>	Teacher – Music	Fairview	8/17/20	* \$54,799.00
<b>Jennifer Licato</b>	Teacher – K .5 FTE	Westbrook	8/17/20	* \$28,632.50

\*Salary includes Board paid TRS

That the Board of Education accept the retirement of the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
<b>Catherine O'Donnell</b>	Teacher-Literacy Support	Fairview	6/3/20

That the Board of Education accept the retirement of the following ESP employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
<b>Janet Anderson</b>	Instructional Assistant .5 FTE	Westbrook	6/3/20

That the Board of Education approve the base salary increase for the Payroll Specialist:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
<b>Brett Frey</b>	Payroll Specialist	Admin	7/1/20	\$55,000

# **MOUNT PROSPECT SCHOOL DISTRICT 57**

## **Monthly Financial Report May 2020**

**Fund Balance Report  
Treasurer's Report  
Revenue Report  
Expenditure Report  
Cash and Investment Summary  
Payroll Ratification  
Accounts Payable Ratification**

**Adam Parisi**  
Assistant Superintendent  
for Finance and Operations/CSBO

**Nick Honcharuk**  
Accounting Coordinator



# Mount Prospect School District 57

## Fund Balance Report

April 2020

### Board Funds

Fund	Description	Audited	YTD	YTD	YTD	Fund
		Fund Balance 7/1/2019	Revenues	Expenditures	Transfers	Balance 4/30/2020
10	Educational	\$ 6,465,769	23,244,586	16,783,905	\$ -	\$ 12,926,450
20	Operations & Maintenance	2,608,852	3,985,089	1,602,701	-	4,991,240
30	Debt Service	1,398,343	762,301	596,043	-	1,564,601
40	Transportation	896,118	805,356	702,276	-	999,198
50	I.M.R.F.	259,591	239,164	248,066	-	250,689
51	Social Security	64,898	377,601	345,439	-	97,060
60	Capital Projects	-	(2) **	3,738,507	-	(3,738,509)
70	Working Cash	2,314,189	345,672	(6) **	-	2,659,867
<b>Total</b>		<b>\$ 14,007,760</b>	<b>\$ 29,759,767</b>	<b>\$ 24,016,931</b>	<b>\$ -</b>	<b>\$ 19,750,596</b>

### Activity Fund

Account	Description	Balance	YTD	YTD	YTD	Account
		7/1/2019	Revenues	Expenditures	Transfers	Balance 4/30/2020
100	Education Foundation	\$ 1,380	65,428	44,883		\$ 21,925
300	Fairview Clearing	16,654	5,463	8,457	(3,151)	\$ 10,509
400	Lincoln Clearing	44,395	12,818	30,561		\$ 26,652
500	Lions Park Clearing	9,150	3,787	4,966		\$ 7,970
600	Westbrook Clearing	21,766	8,314	12,034	(15)	\$ 18,030
*****	Covid-19 Fund Donations					\$ (4,500)
<b>Total</b>		<b>\$ 93,344</b>	<b>95,810</b>	<b>100,901</b>		<b>\$ 80,586</b>



# Mount Prospect School District 57

## Treasurer's Report

April 2020

Institution	Type	Yield	Value
BMO-Harris Bank	Collateral MMA	0.30%	\$ 546,662
Fifth Third Bank (fka MB Financial)	Collateral MMA	0.80%	\$ 1,039,836
PMA	Collateral SDA/FDIC MMA	.63-2.20%	\$ 16,010,963
IL Funds	LGIP	.63-1.52%	\$ 2,854,491
Total:			\$ 20,451,951

### Monthly Interest Earned:



# Mount Prospect School District 57

## Revenue Report April 2020

Source	Source Description	Budget	Activity	Balance	% of budget remaining	
					2020 YTD	2019 YTD
11XX	Property Taxes	\$ 25,224,609	\$ 24,638,131	\$ 586,478	2.3%	-0.1%
1230	CPPR Taxes	537,000	438,969	98,031	18.3%	13.6
13XX	Summer School Tuition	7,000	6,030	970	13.9%	40.0
1411	Transportation Fees	305,000	322,342	(17,342)	-5.7%	6.1
1510	Interest Earnings	316,130	247,000	69,130	21.9%	-102.6
1611	Food Service Fees	195,000	145,893	49,107	25.2%	5.5
1720	Activity Fees	142,600	120,476	22,124	15.5%	2.8
1811	Instruction Fees	264,000	254,417	9,584	3.6%	2.4
1910	Facility Rentals	100	-	100	100.0%	100.0
1920	Donations	100	-	100	100.0%	100.0
1950	Refund of PY Expenditures	30,100	6,518	23,582	78.3%	50.6
1960	TIF Revenue	18,000	-	18,000	100.0%	
1993	Kids' Corner & Circle of Friends	845,000	710,753	134,247	15.9%	-2.5
1999	Other Local Revenues	75,100	88,911	(13,811)	-18.4%	51.7
<b>Sub-Total Local</b>		<b>\$ 27,959,739</b>	<b>\$ 26,979,440</b>	<b>\$ 980,299</b>	<b>3.5%</b>	<b>-0.1%</b>
3001	Evidence Based Funding Formula (GSA)	1,999,305	1,635,794	363,511	18.2%	14.6
31XX	Special Education	50,000	5,346	44,654	89.3%	3.2
3305	Bilingual Education	15,000	-	15,000	100.0%	100.0
3360	Food Service	800	462	338	42.2%	35.9
35XX	Transportation	73,500	55,238	18,262	24.8%	53.7
3780	Library Grant	1,600	-	1,600	100.0%	100.0
<b>Sub-Total State</b>		<b>\$ 2,140,205</b>	<b>\$ 1,696,841</b>	<b>\$ 443,364</b>	<b>20.7%</b>	<b>17.6%</b>
42XX	Food Service	54,000	35,956	18,044	33.4%	-0.9
4300	Title I	190,000	92,101	97,899	51.5%	-16.1
46XX	Special Education	527,044	776,369	(249,325)	-47.3%	49.7
4869	Stimulus Programs	35,000	36,159	(1,159)	-3.3%	49.7
4909	Title III	16,500	30,558	(14,058)	-85.2%	-11.0
4932	Title II	44,000	44,317	(317)	-0.7%	-59.7
49XX	Medicaid Matching	100,000	68,025	31,975	32.0%	54.1
<b>Sub-Total Federal</b>		<b>\$ 966,544</b>	<b>\$ 1,083,484</b>	<b>\$ (116,940)</b>	<b>-12.1%</b>	<b>27.1%</b>
<b>Total</b>		<b>\$ 31,066,488</b>	<b>\$ 29,759,766</b>	<b>\$ 1,306,722</b>	<b>4.2%</b>	<b>1.7%</b>

# Mount Prospect School District 57

## Expenditure Report April 2020

Function	Program Name	Budget	Activity	Balance	% of budget remaining	
					2020 YTD	2019 YTD
1000	Mentoring Stipend	\$ 23,000	\$17,169	\$ 5,831	25.4%	29%
11XX	Regular Programs	11,047,002	\$7,776,118	\$ 3,270,884	29.6%	30.93
1200	Special Education Programs	3,525,399	\$2,727,670	\$ 797,729	22.6%	24.79
1500	Interscholastic Programs	143,046	\$124,248	\$ 18,798	13.1%	19.64
1600	Summer School Programs	18,000	\$18,833	\$ (833)	-4.6%	32.09
1800	Bilingual Programs	259,766	\$168,633	\$ 91,133	35.1%	34.05
2110	Social Worker	394,695	\$273,192	\$ 121,503	30.8%	33.52
2130	Health Services	286,421	\$235,453	\$ 50,968	17.8%	19.24
2140	Psychological Services	225,364	\$153,694	\$ 71,670	31.8%	32.96
2150	Speech & Audiology Services	642,672	\$454,072	\$ 188,600	29.3%	33.50
2190	Other Support Services - Pupils	214,606	\$157,272	\$ 57,334	26.7%	18.22
2210	Improvement of Instruction Services	555,279	\$497,919	\$ 57,360	10.3%	17.16
2220	Educational Media Services	337,578	\$239,674	\$ 97,904	29.0%	29.81
2230	Assessment and Testing	45,000	\$42,416	\$ 2,584	5.7%	14.44
2310	Board of Education Services	192,150	\$92,990	\$ 99,160	51.6%	46.52
2320	Executive Administration Services	376,138	\$311,110	\$ 65,028	17.3%	17.90
2330	Special Area Administrative Services	189,270	\$170,607	\$ 18,663	9.9%	13.29
236X	Insurances	151,510	\$156,698	\$ (5,188)	-3.4%	42.74
2410	Office of Principal Services	1,526,906	\$1,408,446	\$ 118,460	7.8%	18.28
2510	Direction of Business Support Services	271,543	\$236,095	\$ 35,448	13.1%	15.98
2520	Fiscal Services	309,999	\$193,099	\$ 116,900	37.7%	29.69
2530	Construction Services	4,000,000	\$3,738,507	\$ 261,493	6.5%	66.34
2540	O&M of Plant Services	2,054,040	\$1,686,201	\$ 367,839	17.9%	16.93
2550	Pupil Transportation Services	733,100	\$702,276	\$ 30,824	4.2%	28.28
2560	Food Services	231,000	\$158,100	\$ 72,900	31.6%	36.59
2570	Internal Services	42,200	\$23,437	\$ 18,763	44.5%	21.65
2620	Research and Development	20,000	\$16,665	\$ 3,335	16.7%	100.00
2630	Information Services (Public Relations)	22,000	\$22,969	\$ (969)	-4.4%	19.46
2640	Staff Services (Human Resources)	171,840	\$129,448	\$ 42,392	24.7%	35.07
2660	Data Processing Services (Technology)	1,063,471	\$864,906	\$ 198,565	18.7%	22.21
3000	Child Care Services	295,098	\$275,623	\$ 19,475	6.6%	13.89
4120	Payments for Special Education Programs	440,840	\$347,348	\$ 93,492	21.2%	28.86
5XXX	Debt Services	688,202	\$596,042	\$ 72,160	10.8%	21.19
<b>Total</b>		<b>\$ 30,477,135</b>	<b>\$24,016,931</b>	<b>\$ 6,460,204</b>	<b>21.2%</b>	<b>32%</b>

# Mount Prospect School District 57

## Cash and Investment Summary

April 2020

### Board Accounts

<b>Bank</b>	<b>Description</b>	<b>Ending Balance</b>
Various	Investments per Treasurer's Report	\$ 20,451,951
Huntington Bank	Imprest Account	\$ 5,000
Illinois National	E-Pay Settlement Account	\$ 5,752
Huntington Bank	Board Account	\$ 264,311
Huntington Bank	Payroll Account	\$ -
	<b>Total</b>	<u><u>\$ 20,727,013</u></u>

### Activity Account

<b>Bank</b>	<b>Description</b>	<b>Ending Balance</b>
Huntington Bank	Activity Account	\$ 80,586
	<b>Total</b>	<u><u>\$ 80,586</u></u>

# Mount Prospect School District 57

## Payroll Ratification

April 2020

	<u>Fund</u>		<u>Amounts</u>
<b>Salaries</b>	Educational		\$ 674,707
	Operations & Maintenance		\$ 163,494
	4/15/2020	Salary	<u>\$ 838,200</u>
<b>Benefits</b>	Educational		\$ 27,262
	Operations & Maintenance		\$ 5,172
	Municipal Retirement/Social Security		\$ 34,417
	4/15/2020	Benefits	<u>\$ 66,851</u>
	4/15/2020	Total	<u>\$ 905,052</u>
<b>Salaries</b>	Educational		\$ 676,947
	Operations & Maintenance		\$ 163,821
	4/30/2020	Salary	<u>\$ 840,768</u>
<b>Benefits</b>	Educational		\$ 27,262
	Operations & Maintenance		\$ 5,173
	Municipal Retirement/Social Security		\$ 34,421
	4/30/2020	Benefits	<u>\$ 66,855</u>
	4/30/2020	Total	<u>\$ 907,623</u>
<b>Payroll Total</b>			<u><u>\$ 1,812,675</u></u>

# Mount Prospect School District 57

## Accounts Payable Ratification

April 2020

<u>Fund</u>	<u>Amounts</u>
Educational	\$ 181,669.47
Operations & Maintenance	\$ 63,917.85
Debt Services	\$ -
Transportation	\$109.00
Municipal Retirement/Social Security	\$ -
Capital Projects	\$ 259,511.33
Working Cash	\$ -
Tort	
** Activity Account **	\$ 751.16
Fire Prevention & Safety	
<b>Accounts Payable Total</b>	<b><u><u>\$ 505,958.81</u></u></b>

# **MOUNT PROSPECT SCHOOL DISTRICT 57**

## **Accounts Payable Bills May 22, 2020**

In accordance with Board Policy 4:50 Operational Services–Payment Procedures, this order authorizes administration to pay the following accounts payable bills totaling **\$363,896.35** (including imprest account) as approved at the Board of Education meeting held on the date referenced above.

Reviewed by: \_\_\_\_\_  
Board of Education Member

Approved by: \_\_\_\_\_  
Board of Education President

Attested by: \_\_\_\_\_  
Board of Education Secretary



CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
552862	05/22/2020	ACRES GROUP	AEI_037087	O&M-LANSDCAPING SERVICES	2,016.00
552863	05/22/2020	ALARM DETECTION SYST	SI-524482	O&M-SECURITY SERVICES	10.50
552863	05/22/2020	ALARM DETECTION SYST	SI-524189	O&M-SECURITY SERVICES	10.50
552863	05/22/2020	ALARM DETECTION SYST	SI--525139	O&M-SECURITY SERVICES	10.50
552864	05/22/2020	ANDERSON ELEVATOR CO	INV-18748-	O&M-ELEVATOR/LIFT SERVICES	255.00
552864	05/22/2020	ANDERSON ELEVATOR CO	INV-26195-	O&M-ELEVATOR/LIFT SERVICES	567.00
552865	05/22/2020	APPLE COMPUTER INC	AC03714507	REG-N/C EQUIPMENT TECH	3,559.00
552865	05/22/2020	APPLE COMPUTER INC	AC03367623	REG-N/C EQUIPMENT TECH	399.00
552865	05/22/2020	APPLE COMPUTER INC	AC04024620	REG-N/C EQUIPMENT TECH	4,758.00
552865	05/22/2020	APPLE COMPUTER INC	AC04499184	REG-N/C EQUIPMENT TECH	66,885.00
552866	05/22/2020	ARLINGTON HEIGHTS SC	MARCH-20	FOOD SVCS-LUNCHES	1,218.00
552866	05/22/2020	ARLINGTON HEIGHTS SC	MARCH-20	FOOD SVCS- FOOD PROCESSING	11,218.66
552867	05/22/2020	ASSETWORKS	MA20-157	FISCAL SVCS-CONTRACTED SVCS	1,600.00
552868	05/22/2020	CAMCOR INC.	2488859	REG-SUPPLIES FV	1,324.00
552868	05/22/2020	CAMCOR INC.	2487927	REG-SUPPLIES LN	152.25
552869	05/22/2020	COMPASS EDUCATIONAL	5937	SP ED-CONTRACT SVRCS	791.81
552869	05/22/2020	COMPASS EDUCATIONAL	6085	SP SVCS-CONTRACT SRVCS	1,365.00
552870	05/22/2020	DEFRANCO PLUMBING	26953	O&M-PLUMBING SERVICES	316.20
552870	05/22/2020	DEFRANCO PLUMBING	27092	O&M-PLUMBING SERVICES	3,165.00
552870	05/22/2020	DEFRANCO PLUMBING	27093	O&M-PLUMBING SERVICES	2,529.00
552870	05/22/2020	DEFRANCO PLUMBING	27149	O&M-PLUMBING SERVICES	224.75
552870	05/22/2020	DEFRANCO PLUMBING	27153	O&M-PLUMBING SERVICES	717.96
552870	05/22/2020	DEFRANCO PLUMBING	27145	O&M-PLUMBING SERVICES	330.37
552870	05/22/2020	DEFRANCO PLUMBING	27144	O&M-PLUMBING SERVICES	296.30
552870	05/22/2020	DEFRANCO PLUMBING	27143	O&M-PLUMBING SERVICES	257.38
552871	05/22/2020	EDUCATIONAL LEAGUE O	5/10/2020	FISCAL SVCS-PROF DVLPMNT	100.00
552872	05/22/2020	ER2 IMAGE GROUP	150628	O&M-BUILDING SUPPLIES	225.07
552873	05/22/2020	FEDRRAL WAGE & LABOR	000077485	HR-SUPPLIES	187.78
552874	05/22/2020	FIRST STUDENT INC.	11672345	TRANS-SP ED OUT-OF-DIST ROUTES	40,740.10
552874	05/22/2020	FIRST STUDENT INC.	11672349	TRANS-SP ED OUT-OF-DIST ROUTES	20,777.45
552875	05/22/2020	GENERAL MECHANICAL	SI2091983	O&M-HVAC SERVICE CALLS	467.75
552875	05/22/2020	GENERAL MECHANICAL	SI2092335	O&M-HVAC SERVICE CALLS	1,144.80
552875	05/22/2020	GENERAL MECHANICAL	SI2092338	O&M-HVAC SERVICE CALLS	749.75
552875	05/22/2020	GENERAL MECHANICAL	SI2092336	O&M-HVAC SERVICE CALLS	573.50
552875	05/22/2020	GENERAL MECHANICAL	SI2092334	O&M-HVAC SERVICE CALLS	3,776.25
552875	05/22/2020	GENERAL MECHANICAL	SI2092333	O&M-HVAC SERVICE CALLS	221.00
552875	05/22/2020	GENERAL MECHANICAL	SI2092337	O&M-HVAC SERVICE CALLS	503.00
552875	05/22/2020	GENERAL MECHANICAL	SI2092934	O&M-HVAC SERVICE CALLS	1,347.90
552875	05/22/2020	GENERAL MECHANICAL	SI2091982	O&M-HVAC SERVICE CALLS	1,196.47
552875	05/22/2020	GENERAL MECHANICAL	SI2091984	O&M-HVAC SERVICE CALLS	1,454.75
552876	05/22/2020	GLEN ELLYN SCHOOL DI	5/10/2020	ISCHOLASTIC-ATHLETIC CONT SVRC	207.35
552877	05/22/2020	GREEN ASSOCIATES INC	2020374	CAPITAL IMPROVEMENTS	24,399.21
552877	05/22/2020	GREEN ASSOCIATES INC	2020367	BOE-CONTRACTED SERVICES	926.25
552878	05/22/2020	HEARTLAND BUSINESS S	370697-H	TECH-CONTRACTED SERVICES	1,364.56
552878	05/22/2020	HEARTLAND BUSINESS S	368094-H	TECH-SUPPLIES	528.81
552878	05/22/2020	HEARTLAND BUSINESS S	366936-H	TECH-SUPPLIES	5,374.26
552878	05/22/2020	HEARTLAND BUSINESS S	373118-H	TECH-DISTRICT LICENSES	476.68
552879	05/22/2020	HIMES, PETRARCA & FE	43335	BOE-LEGAL SERVICES	1,447.50
552879	05/22/2020	HIMES, PETRARCA & FE	43379	BOE-LEGAL SERVICES	2,795.00
552880	05/22/2020	IASB (IL ASSOC OF SC	307428	BOE-CONTRACTED SERVICES	980.00
552881	05/22/2020	IESA	5/4/2020	ISCHOLASTIC-ATHLETIC CONT SVRC	575.00
552882	05/22/2020	INTEGRATED SYSTEMS C	0706987	FISCAL SVCS-CONTRACTED SVCS	630.00
552883	05/22/2020	JOHNSON CONTROLS	33578667	O&M-FIRE PROTECTION SERVICES	261.23
552883	05/22/2020	JOHNSON CONTROLS	33578670	O&M-FIRE PROTECTION SERVICES	261.23
552883	05/22/2020	JOHNSON CONTROLS	33578668	O&M-FIRE PROTECTION SERVICES	261.23
552883	05/22/2020	JOHNSON CONTROLS	33578709	O&M-FIRE PROTECTION SERVICES	261.23

CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
552883	05/22/2020	JOHNSON CONTROLS	33578669	O&M-FIRE PROTECTION SERVICES	261.23
552884	05/22/2020	JOHNSON CONTROLS FIR	86674519	O&M-HVAC SERVICE CALLS	634.00
552884	05/22/2020	JOHNSON CONTROLS FIR	86674503	O&M-HVAC SERVICE CALLS	664.00
552885	05/22/2020	KUSTRA-QUINN, JENNY	APRIL 2020	PR-CONTRACT SRVCS	2,870.00
552886	05/22/2020	LAMBERT, ALISON	APRIL 2020	SP SVCS-CONTRACT SRVCS	1,680.00
552887	05/22/2020	LANGUAGE LINE SERVIC	4805099	BILINGUAL-CONTRACT SVRCS	247.70
552887	05/22/2020	LANGUAGE LINE SERVIC	4783692	BILINGUAL-CONTRACT SVRCS	174.30
552888	05/22/2020	LIBRARY STORE	437368	LRC-SUPPLIES FV	836.36
552889	05/22/2020	LOGIC LAWN CARE	22376	O&M-LANSDCAPING SERVICES	2,700.00
552889	05/22/2020	LOGIC LAWN CARE	22232	O&M-LANSDCAPING SERVICES	3,250.00
552890	05/22/2020	NILES TOWNSHIP DISTR	12-18-2019	REG-N/C EQUIPMENT TECH	1,600.00
552891	05/22/2020	NORTH COOK ISC	340	HR-CONTRACT SRVCS	400.00
552892	05/22/2020	OMNI GROUP	2003-7202	FISCAL SVCS-CONTRACTED SVCS	227.50
552892	05/22/2020	OMNI GROUP	2005-7202	FISCAL SVCS-CONTRACTED SVCS	225.00
552893	05/22/2020	PERSONNEL PLANNERS I	144754	HR-CONTRACT SRVCS	100.00
552894	05/22/2020	PRECISION CONTROL SY	38797	O&M-HVAC CONTRACTS	3,966.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-176	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-175	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-174	O&M-ELECTRICAL SERVICES	408.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-173	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-163	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-170	O&M-ELECTRICAL SERVICES	510.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-172	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-164	O&M-ELECTRICAL SERVICES	714.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-165	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-166	O&M-ELECTRICAL SERVICES	204.00
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-167	O&M-ELECTRICAL SERVICES	220.99
552895	05/22/2020	PROSPECT ELECTRIC CO	3589-177	O&M-ELECTRICAL SERVICES	218.15
552896	05/22/2020	QUINLAN & FABISH MUS	11988847	ISCHOLASTIC-PERF ARTS SUPPLIES	71.62
552897	05/22/2020	READ NATURALLY	239729	C&I-PURCHASED SVCS TITLE I	2,688.00
552898	05/22/2020	SCHURING & SCHURING	MULTI WB	FOOD SVCS-MILK	299.88
552898	05/22/2020	SCHURING & SCHURING	MULTI LP	FOOD SVCS-MILK	500.31
552898	05/22/2020	SCHURING & SCHURING	MULTI FV	FOOD SVCS-MILK	627.69
552899	05/22/2020	SONITROL	242859	O&M-SECURITY SERVICES	309.00
552899	05/22/2020	SONITROL	242860	O&M-SECURITY SERVICES	309.00
552899	05/22/2020	SONITROL	242861	O&M-SECURITY SERVICES	309.00
552899	05/22/2020	SONITROL	242862	O&M-SECURITY SERVICES	309.00
552900	05/22/2020	SOUND INCORPORATED	D1346167	O&M-INTERCOM/CLOCK SERVICES	241.00
552901	05/22/2020	SOUTH SIDE CONTROL S	S100618631	O&M-HVAC SUPPLIES	645.14
552901	05/22/2020	SOUTH SIDE CONTROL S	S100618987	O&M-HVAC SUPPLIES	800.19
552901	05/22/2020	SOUTH SIDE CONTROL S	S100617659	O&M-HVAC SUPPLIES	3,032.14
552902	05/22/2020	SPECIALTY FLOORS	3138	O&M-FLOORING SERVICES	1,853.00
552902	05/22/2020	SPECIALTY FLOORS	3142	O&M-FLOORING SERVICES	1,829.00
552903	05/22/2020	WAREHOUSE DIRECT	4613991-0	FISCAL SVCS-SUPPLIES	91.14
552903	05/22/2020	WAREHOUSE DIRECT	4600452-0	FISCAL SVCS-SUPPLIES	210.97
552903	05/22/2020	WAREHOUSE DIRECT	4646666-0	O&M-BUILDING SUPPLIES	111.87
552903	05/22/2020	WAREHOUSE DIRECT	4600062-0	PNPL SVCS-SUPPLIES LN	82.59

Totals for checks 255,848.06

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	0.00	121,796.97	121,796.97
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	48,134.33	48,134.33
40	TRANSPORTATION FUND	0.00	0.00	61,517.55	61,517.55
60	CAPITAL PROJECTS FUND	0.00	0.00	24,399.21	24,399.21
***	Fund Summary Totals ***	0.00	0.00	255,848.06	255,848.06

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CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	SP ED-SUPPLIES	53.75
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	SP ED-SUPPLIES	150.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	SP ED-SUPPLIES	150.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	194.17
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	109.89
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	61.26
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	-43.90
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	43.90
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	LP CLEARING ACCT-AP LIAB	200.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	LP CLEARING ACCT-AP LIAB	100.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	26.37
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	PNFL SVCS-IN DIST MEETINGS LP	13.53
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	96.60
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	152.68
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	LP CLEARING ACCT-AP LIAB	90.72
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	103.26
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	111.94
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	79.12
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	21.47
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	34.30
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	24.53
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	54.67
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	-17.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	-17.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	21.90
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	13.55
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	48.46
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES C&I	74.94
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	44.97
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	54.58
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	LN CLEARING ACCT-AP LIAB	94.45
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	ISCHOLASTIC-PERF ARTS SUPPLIES	55.99
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	37.87
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	ISCHOLASTIC-PERF ARTS SUPPLIES	54.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FV CLEARING ACCT-AP LIAB	79.86
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	ED FOUNDATION GRANTS-AP LIAB	1,320.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	BOE-PROF DVLPMNT	-37.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	BOE-PROF DVLPMNT	-37.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	BOE-PROF DVLPMNT	147.95
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	29.25
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	5.85
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	6.41
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	LP CLEARING ACCT-AP LIAB	97.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LP	59.20
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	-275.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	-110.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	-119.49
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	119.49
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	LN CLEARING ACCT-AP LIAB	281.70
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	40.49
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	27.30
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES LN	16.60
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	-1,000.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	188.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	51.74
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	120.18

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	28.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	126.99
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	319.75
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	558.88
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	C&I-IN DISTRICT MEETINGS	280.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	201.24
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	643.02
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	52.80
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	O&M-BUILDING SUPPLIES	209.98
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	629.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	C&I-IN DISTRICT MEETINGS	600.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	FISCAL SVCS-SUPPLIES	629.00
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	159.95
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	36.97
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	198.93
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	54.24
552805	04/28/2020	BMO HARRIS COMMERCIA	0701535-20	REG-SUPPLIES WB	75.97
552805	04/28/2020	BMO HARRIS COMMERCIA	IT 2991	TECH-DISTRICT LICENSES	2,967.32
Totals for 552805					11,079.54
Totals for checks					11,079.54

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	0.00	8,174.92	8,174.92
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	640.89	640.89
99	STUDENT ACTIVITY FUND	2,263.73	0.00	0.00	2,263.73
***	Fund Summary Totals ***	2,263.73	0.00	8,815.81	11,079.54

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CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
552806	04/30/2020	APPLE REFRESHMENTS	1012	FOOD SVCS-LUNCHES	125.00
552806	04/30/2020	APPLE REFRESHMENTS	1012	KC-SUPPLIES FV	893.20
552806	04/30/2020	APPLE REFRESHMENTS	1010	KC-SUPPLIES LP	1,101.00
552806	04/30/2020	APPLE REFRESHMENTS	1011	KC-SUPPLIES WB	428.00
552806	04/30/2020	APPLE REFRESHMENTS	1009	SP ED-SUPPLIES	463.95
552807	04/30/2020	AT&T MOBILITY	8726634222	TECH-DATA LINES	43.23
552808	04/30/2020	CALL ONE	235690	TECH-DATA LINES	2.11
552809	04/30/2020	CANON	21191411	PRINT MANAGEMENT	7,730.96
552809	04/30/2020	CANON	21305372	TECH-PRINT MANAGEMENT	2,411.26
552810	04/30/2020	COMED	4/16/2020	TECH-SUPPLIES	170.59
552811	04/30/2020	COMPASS EDUCATIONAL	5840	SP ED-CONTRACT SVRCS	576.64
552812	04/30/2020	CONSTELLATION NEW EN	2882784	O&M-NATURAL GAS ADM	290.00
552812	04/30/2020	CONSTELLATION NEW EN	2882784	O&M-NATURAL GAS FV	1,598.04
552812	04/30/2020	CONSTELLATION NEW EN	2882784	O&M-NATURAL GAS LP	1,473.60
552812	04/30/2020	CONSTELLATION NEW EN	2882784	O&M-NATURAL GAS LN	2,888.62
552812	04/30/2020	CONSTELLATION NEW EN	2882784	O&M-NATURAL GAS MNT	-1,200.25
552812	04/30/2020	CONSTELLATION NEW EN	2882784	O&M-NATURAL GAS WB	1,598.55
552813	04/30/2020	EMBRACED EDUCATION	6760	SP ED-CONTRACT SVRCS	305.56
552814	04/30/2020	GRIFFITH, ANNETTE	4/30/2020	FOOD SVCS-MILK	72.00
552815	04/30/2020	GROOT INDUSTRIES	5350320	O&M-SANITATION SERVICES	555.24
552816	04/30/2020	HEINEMANN	7157822	REG-SUPPLIES LP	237.28
552817	04/30/2020	J.D.P.H. - IL DEPT O	S. SMITH	SP ED-PROF DVLPMT	60.00
552818	04/30/2020	INTEGRATED SYSTEMS C	0706478	FISCAL SVCS-CONTRACTED SVCS	630.00
552819	04/30/2020	INTRADO LIFE & SAFET	6036151	TECH-DATA LINES	300.00
552820	04/30/2020	KUSTRA-QUINN, JENNY	MARCH 2020	PR-CONTRACT SRVCS	2,696.00
552821	04/30/2020	LAMBERT, ALISON	FEB/MARCH	SP SVCS-CONTRACT SRVCS	2,160.00
552822	04/30/2020	NEXTERA ENERGY (FKA	4399097021	O&M-ELECTRIC ADM/FV	6,168.17
552822	04/30/2020	NEXTERA ENERGY (FKA	4399097021	O&M-ELECTRIC LP	4,299.43
552822	04/30/2020	NEXTERA ENERGY (FKA	4399097021	O&M-ELECTRIC LN	4,914.55
552822	04/30/2020	NEXTERA ENERGY (FKA	4399097021	O&M-ELECTRIC WB	3,601.33
552823	04/30/2020	NORTHERN SUBURBAN SP	790570320	C&I-PROF DVLPMT FV	300.00
552824	04/30/2020	NSSEO	6495	NSSEO-TECHNOLOGY CENTRAL	17,016.40
552825	04/30/2020	TECHNOLOGY MANAGEMEN	T2020559	TECH-SUPPLIES	25.00
552826	04/30/2020	UNITE PRIVATE NETWOR	SI-20-0049	TECH-DATA LINES	19,485.00
552827	04/30/2020	VILLAGE OF MOUNT PRO	2020-00240	O&M-VEHICLE GAS	191.41
552828	04/30/2020	VILLAGE OF MOUNT PRO	4/27/2020	O&M-SEWER/WATER FV	229.04
552828	04/30/2020	VILLAGE OF MOUNT PRO	04/24/2020	O&M-SEWER/WATER LP	255.76
552828	04/30/2020	VILLAGE OF MOUNT PRO	04/27/2020	O&M-SEWER/WATER WB	122.88
552828	04/30/2020	VILLAGE OF MOUNT PRO	04/27/2020	O&M-SEWER/WATER LN	215.68
552828	04/30/2020	VILLAGE OF MOUNT PRO	04/27/2020	O&M-SEWER/WATER LN	23.36
552828	04/30/2020	VILLAGE OF MOUNT PRO	04/27/2020	O&M-SEWER/WATER LN	82.80
552828	04/30/2020	VILLAGE OF MOUNT PRO	04/27/2020	O&M-SEWER/WATER ADM	26.36
Totals for checks					84,567.75



FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	0.00	57,233.18	57,233.18
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	27,334.57	27,334.57
***	Fund Summary Totals ***	0.00	0.00	84,567.75	84,567.75

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

CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
552829	04/30/2020	ALIOSIUS, DEANNA	4/30/2020	KIDS CORNER LP	146.00
552830	04/30/2020	ARCHER, SARAH	4/30/2020	KIDS CORNER LP	172.00
552831	04/30/2020	ARGIANAS, JENNIFER	4/30/2020	KIDS CORNER WB	292.00
552832	04/30/2020	CHOI, TYEG	4/30/2020	KIDS CORNER FV	584.00
552833	04/30/2020	CHUNG, KATTALEYA	4/30/2020	KIDS CORNER FV	258.00
552834	04/30/2020	COLEMAN, MONICA	4/30/2020	KIDS CORNER FV	292.00
552835	04/30/2020	DIETRICH, DONNA	4/30/2020	KIDS CORNER LP	584.00
552836	04/30/2020	DILLON, AMANDA	4/30/2020	KIDS CORNER FV	860.00
552837	04/30/2020	DIMARCO, JOSEPHINE	4/30/2020	KIDS CORNER WB	140.00
552838	04/30/2020	DINEV, ANGELINA	4/30/2020	KIDS CORNER LP	146.00
552839	04/30/2020	ERDENEBAT, ANIR	4/30/2020	KIDS CORNER FV	86.00
552840	04/30/2020	GAMBONEY, THOMAS	4/30/2020	KIDS CORNER WB	146.00
552841	04/30/2020	GARCIA, JENNIFER	4/30/2020	KIDS CORNER FV	146.00
552842	04/30/2020	JACOB, SUMINI	4/30/2020	KIDS CORNER WB	514.00
552843	04/30/2020	JADALA, MADHUR	4/30/2020	KIDS CORNER FV	60.00
552843	04/30/2020	JADALA, MADHUR	4/30/2020	KIDS CORNER WB	76.00
552844	04/30/2020	KELLY, AMY	4/30/2020	KIDS CORNER LP	516.00
552845	04/30/2020	KENNY, TRACIE	4/30/2020	KIDS CORNER LP	438.00
552846	04/30/2020	KIRSHNER, LAURA	4/30/2020	KIDS CORNER FV	516.00
552847	04/30/2020	KOERKEL, PAMELA	4/30/2020	KIDS CORNER LP	292.00
552848	04/30/2020	KRUPA, CAROLYNE	4/30/2020	KIDS CORNER FV	438.00
552849	04/30/2020	MASSEY, MEGHANN	4/30/2020	KIDS CORNER WB	57.00
552850	04/30/2020	MEGREMIS, THEODORA	4/30/2020	KIDS CORNER LP	750.00
552851	04/30/2020	PACEV, DIANIRA	4/30/2020	KIDS CORNER LP	86.00
552852	04/30/2020	RARAU, IOANA	4/30/2020	KIDS CORNER LP	131.00
552853	04/30/2020	ROTHRAUFF, RACHAEL	4/30/2020	KIDS CORNER LP	272.00
552854	04/30/2020	SAMAAN, CICELY	4/30/2020	KIDS CORNER FV	270.00
552855	04/30/2020	SCHMITT, MARGIE	4/30/2020	KIDS CORNER WB	584.00
552856	04/30/2020	SKAHEN, CAROLYN	4/30/2020	KIDS CORNER FV	146.00
552856	04/30/2020	SKAHEN, CAROLYN	4/30/2020	KIDS CORNER FV	146.00
552857	04/30/2020	THOMAS, KAREN	4/30/2020	KIDS CORNER LP	146.00
552858	04/30/2020	WELTER, KIRSTEN	4/30/2020	KIDS CORNER FV	292.00
552859	04/30/2020	WHEELER, CAMILLE	4/30/2020	KIDS CORNER LP	584.00
552860	04/30/2020	ZLYDASZYK, CATHERINE	4/30/2020	KIDS CORNER LP	360.00

Totals for checks 10,526.00

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	0.00	10,526.00	0.00	10,526.00
***	Fund Summary Totals ***	0.00	10,526.00	0.00	10,526.00

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

<u>CHECK</u>	<u>CHECK</u>		<u>INVOICE</u>	<u>ACCOUNT LEVEL</u>	
<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
552861	05/07/2020	MOUNT PROSPECT	SD57	5/7/2020 DUE TO/FROM ACTIVITY FEES	1,875.00
Totals for checks					1,875.00

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	1,875.00	0.00	0.00	1,875.00
***	Fund Summary Totals ***	1,875.00	0.00	0.00	1,875.00

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



***MOUNT PROSPECT SCHOOL DISTRICT 57***

701 West Gregory Street, Mount Prospect, Illinois 60056-2296  
(847) 394-7300 / Fax (847) 394-7311 / [www.d57.org](http://www.d57.org)

May 21, 2020

**BOARD RECOMMENDATION**

**On Recommendation by the Superintendent:**

That the Board approve the 2020 – 2025 Strategic Plan.

**Background**

Annually the Board is asked to approve the update of the strategic plan. The revision process begins in January each year. A final version is brought forward to the Board for approval in May prior to the upcoming fiscal year. The plan provides goals with updated short-term and long-term action plans in each of the six Key Success Factors. Discussions have also addressed identification of performance indicators to assess progress. As the Administrative Council identifies its specific action plans for SIPs and related individual goals, indicators will be determined. The strategic plan is designed to provide guidance and focus for the work of the District in its ongoing pursuit of performance excellence.

KSF = Key Success Factor  
 ST = Short-term 1-2 years  
 LT = Long-term 3-5 years

Superintendent Report  
 District 57 Strategic Plan  
 Update: May 2020 Final

Strategic Challenges and Objectives, Key Goals and Action Plans 2020 – 2025				
KSF	Strategic Objectives	Strategic Challenges	Key Goals	Key Action Plans
Outstanding Student Performance	<ul style="list-style-type: none"> <li>Ensure all students in the aggregate and in subgroups meet or exceed internal and state student performance targets annually</li> </ul>	<p>Monitor internal performance targets</p> <p>Manage the complexities of the IAR assessments</p> <p>Implement requirements of ESSA State Plan</p>	<p>1a) Monitor achievement on internal performance measures; address individual needs of students who do not meet targets</p> <p>1b) Monitor performance on state achievement tests; address individual needs of students who do not meet state standard</p>	<p>1-1. Monitor and refine district assessment system as it pertains to IAR/DLM, ACCESS, IL Science Assessment, MAP, CBM's, and KIDS Survey as defined in current legislation (ST/LT)</p> <p>1-2. Monitor and refine reporting mechanisms as they relate to legislative requirements (LT)</p>





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Superintendent Report  
 District 57 Strategic Plan  
 Update: May 2020 Final

<p><b>Coherent and Rigorous Programs and Services</b></p>	<ul style="list-style-type: none"> <li>Sustain the relevance and rigor of student learning</li> </ul>	<p>Manage the requirements of curriculum revision due to new standards by the State across multiple disciplines</p>	<p>2a) Develop and document a curriculum review process that includes a multi-year review calendar with 5 year projections</p>	<ul style="list-style-type: none"> <li>2-1. Continue to monitor the District Leadership Team as it relates to implementation of MTSS (LT)</li> <li>2-2. Convene as necessary Special Education Steering Committee’s subgroups to address revisions of audit recommendations (LT as necessary)</li> <li>2-3. Conduct Phase V (Refinement) for K – 8 science (ST)</li> <li>2-4. Monitor implementation of Grade 5 Chromebooks 1:1 (ST/LT)</li> <li>2-5. Revisit full-day kindergarten including implications impacting curriculum, staffing, and facilities (LT)</li> <li>2-6. Monitor the honors geometry class at LN and the transition of these student to PHS (LT)</li> <li>2-7. Conduct Phase V (Refinement) for K – 8 writing/language arts (ST/LT)</li> <li>2-8. Conduct Phase IV (Work Process Implementation) for K – 8 art (ST)</li> <li>2-9. Monitor impact of additional math minutes at LN and D214 (ST/LT)</li> <li>2-10. Conduct Phase III (Professional Development) and Phase IV (Work Process Implementation) for middle school foreign language (ST)</li> <li>2-11. Conduct Phase V (Refinement) for middle school technology integration Grades 5 – 8 (Tech Ed) (ST)</li> <li>2-12. Conduct Phase III (Professional Development) for Grades 6 – 8 Project Lead the Way (ST)</li> <li>2-13. Conduct Phase IV (Work Process Implementation) for K – 8 social emotional learning</li> <li>2-14. Continue and refine the development of Remote Learning Curriculum (ST)</li> </ul>
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Superintendent Report  
 District 57 Strategic Plan  
 Update: May 2020 Final

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Safe, Caring, Supportive Learning Environment</p>	<ul style="list-style-type: none"> <li>Maintain facilities that are updated and safe to support learning environments</li> <li>Ensure the development of self-awareness and self-management skills to achieve school and life success</li> </ul>	<p>Address the facility, staffing, and instructional needs resulting from potential changes in programming</p> <p>Address outdated facility and technical infrastructure and environmental challenges</p>	<p>3a) Maintain a Master Facilities Plan</p> <p>3b) Maintain Administrative Procedures Manual to accompany Board Policy and state/federal legislation</p>	<p>3-1. In conjunction with the DLT, monitor the implementation of Social Emotional Learning Standards (LT)</p> <p>3-2. Prioritize construction projects for Summer 2021 (ST)</p> <p>3-3. Prioritize projects from the MFP for future summer construction projects (LT)</p> <p>3-4. Continue to monitor enrollment trends to determine if any additional classroom space is required for the 2021 – 2022 school year (ST)</p> <p>3-5. Conduct and report on a district-wide security audit (ST) <i>carryover from FY20</i></p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Climate &amp; Communications</p>	<ul style="list-style-type: none"> <li>Operate in a framework that promotes a climate of trust, honesty, and respect among all district stakeholders</li> </ul>	<p>Maintain effective communications systems that provide timely information and matches the community’s need to know</p>	<p>4a) Maintain District comprehensive communications action plan</p> <p>4b) Explore the administration of satisfaction surveys and report findings to determine student, staff, and parent perceptions of our schools and the District – biannually</p> <p>4c) Support a collaborative environment that fosters mutual respect and appreciation</p>	<p>4-1. Review and revise Board of Education community engagement plan (ST)</p> <p>4-2. Monitor Parent/Teacher Advisory and Behavioral Intervention Committees as required in PA99-456 to review student discipline (7:190) and behavior (7:230) policies (LT)</p> <p>4-3. Provide community updates on fiscal responsibility and completion of construction projects and/or facility improvements (ST)</p> <p>4-4. Continue to work with the district communications vendor to promote information about the district (ST/LT)</p> <p>4-5. Replace Lions Park Intercom, Summer 2020 (ST)</p> <p>4-6. Monitor intercoms at Westbrook and Fairview, possible replacements Summer 2021 and 2022 respectively (ST)</p>



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Superintendent Report  
 District 57 Strategic Plan  
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				<p>4-7. Plan for needed network infrastructure upgrades across district: Internal fiber upgrade--all buildings Summer 2020</p> <p>4-8. Plan for wireless upgrades starting Summer 2021</p>
Highly Qualified Staff	<ul style="list-style-type: none"> <li>Recruit, hire, train, and retain qualified personnel in compliance with state and federal guidelines</li> </ul>	Monitor impact of Senate Bill 7 and the Performance Education Reform Act (PERA)	<p>5a) Ensure all certificated/certified staff members are highly qualified and meet state licensure and endorsement requirements</p> <p>5b) Monitor all staff performance using supervision/evaluation plans</p> <p>5c) Build professional development plan to implement the District programs and services to ensure staffs are knowledgeable</p> <p>5d) Monitor all employee contracts, MPEA, MPESPA, and Administration</p>	<p>5-1. Monitor and refine the Professional Practice Evaluation System that includes student growth and is PERA aligned (ST/LT)</p> <p>5-2. Monitor the District Professional Development Plan that addresses additional time per MPEA CBA (ST)</p> <p>5-3. Conduct professional development sessions in the areas of Ed tech, assessment, student learning, writing curriculum, world languages, and social emotional learning (ST)</p> <p>5-4. Implement the current MPEA and MPESPA contractual bargaining agreements (ST/LT)</p> <p>5-5. Bargain a new MPEA CBA (ST)</p>



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Superintendent Report  
 District 57 Strategic Plan  
 Update: May 2020 Final

<p style="text-align: center;"><b>Healthy Financial Position</b></p>	<ul style="list-style-type: none"> <li>Ensure fiscal solvency of the District</li> </ul>	<p>Proactively manage in an environment of changing funding and expenditure patterns</p> <p>Monitor per pupil expenditure allocations in light of changing enrollment pattern</p>	<p>6a) Develop cost-effective staffing plans for essential/highly valued programs and services</p> <p>6b) Operate annual fiscal budgets that support the strategic plan initiatives and maintain responsible fund balances as directed by the Board of Education</p>	<p>6-1. Investigate shared business services with neighboring districts and local municipalities (LT)</p> <p>6-2. Investigate the transfer of accumulated funds in the Debt Services Fund to the Capital Projects Fund (ST/LT)</p> <p>6-3. Develop a responsible staffing plan for FY22 and present to the Board in February 2021 (ST/LT)</p> <p>6-4. Keep consolidation on the radar screen and contact neighboring districts for interest. If interested, conduct feasibility study (LT)</p> <p>6.5 Investigate leasing office space for future use of Administration Building (ST)</p>
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***MOUNT PROSPECT SCHOOL DISTRICT 57***

701 West Gregory Street, Mount Prospect, Illinois 60056-2296  
(847) 394-7300 / Fax (847) 394-7311 / [www.d57.org](http://www.d57.org)

May 21, 2020

**BOARD RECOMMENDATION**

**On Recommendation by the Superintendent:**

That the Board of Education approve their Regular Meeting dates July 1, 2020 – June 30, 2021.

**Background Information**

See attached.

Also attached is a draft of the Board working calendar which forecasts actions and staff reports that can be expected at upcoming meetings.



## Board of Education MOUNT PROSPECT SCHOOL DISTRICT 57

701 West Gregory Street, Mount Prospect, Illinois 60056-2296  
P (847) 394-7300 / F (847) 394-7311 / [www.d57.org](http://www.d57.org)

### Board of Education - Schedule of Meetings

July 2020 – July 2021

All meetings begin at 7:00 pm, unless otherwise noted

#### 2020

July 16	Regular Business Meeting	Administration
August 13	Board Walk Through of Facilities (6:00 pm)	
August 20	Regular Business Meeting	Fairview
September 3	Regular Business Meeting (Closed Session for Board Self Evaluation 6:00 pm)	Administration
September 24	Regular Business Meeting and Public Hearing (Budget)	Fairview
October 1	Regular Business Meeting (Tentative)	Fairview
October 15	Regular Business Meeting	Fairview
November 5	Regular Business Meeting (Tentative)	Fairview
November 19	Regular Business Meeting	Fairview
December 3	Regular Business Meeting (Tentative)	Fairview
December 17	Regular Business Meeting and Public Hearing (Levy)	Fairview

#### 2021

January 28	Regular Business Meeting	Fairview
February 4	Regular Business Meeting (Tentative)	Fairview
February 18	Regular Business Meeting	Fairview
March 4	Regular Business Meeting (Tentative)	Fairview
March 18	Regular Business Meeting	Fairview
April 1	Regular Business Meeting	Fairview
April 15	Regular Business Meeting	Fairview
May 6	Regular Business Meeting (Tentative)	Fairview
May 20	Regular Business Meeting	Fairview
June 17	Regular Business Meeting	Fairview
July 15	Regular Business Meeting	Fairview

Approved by the Board of Education: *(Date)*



## MEMORANDUM

To: Members, Board of Education  
 From: Elaine Aumiller  
 Re: Policies First Read  
 Date: May 21, 2020

The Policy Committee met on Wednesday, April 15, 2020, for a regular meeting to review policies updated in the IASB March 2020 Policy Reference Education Subscription Service (PRESS) packet. A list of the policies is provided below with a brief explanation of the changes being recommended to the Board during First Read on May 21, 2020. The PRESS Update Memo with more detailed explanation regarding each policy is included in the packet as well. Please carefully review the policies and recommended changes and bring forward any concerns to the May 21 meeting. These policies are scheduled for Board action for approval at Second Read on June 18, 2020.

Policy #	Title	Explanation
2:125	Board Member Compensation; Expenses	Policy, Legal References, Cross References, and footnotes are updated in response to new legislation. Recommendation is to adopt PRESS.
2:160	Board Attorney	The policy and footnotes are updated in response to a five-year review. Recommendation is to adopt PRESS.
4:50	Payment Procedures	The policy is unchanged. A footnote is updated in response to a five-year review. Recommendation is to adopt PRESS.
5:35	Compliance with the Fair Labor Standards Act	Current policy has language pertinent to District 57 per Board attorney Lynn Himes. Recommendation is maintain current policy.
5:50	Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition	The policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
5:60	Expenses	The policy, Legal References and footnotes are updated. Recommendation is to adopt PRESS.
5:150	Personnel Records	Current policy has language pertinent to District 57 per Board attorney Lynn Himes. Recommendation is maintain current policy.
5:210	Resignations	Current policy has language pertinent to District 57. Recommendation is maintain current policy.
5:280	Duties and Qualifications	The Legal References and footnotes are updated in response to amended ISBE rules governing educator



		licensure. Recommendation is to adopt PRESS.
6:135	Accelerated Placement Program	The Legal References and footnotes are updated for continuous improvement and in response to amended ISBE rules. Recommendation is to adopt PRESS.
6:235	Access to Electronic Networks	The policy is unchanged. Footnotes are updated. Recommendation is to adopt PRESS.
6:280	Grading and Promotion	The policy and footnotes are updated in response to the ISBE discontinuing PARCC. Recommendation is to adopt PRESS.
7:70	Attendance and Truancy	The policy and Cross References are updated in response to legislation. Recommendation is to adopt PRESS.
7:90	Release During School Hours	The policy, Legal References and footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
7:130	Student Rights and Responsibilities	The policy is unchanged. Recommendation s to adopt PRESS.
7:325	Student Fundraising Activities	The policy is unchanged. Recommendation s to adopt PRESS.
8:10	Connection with the Community	The policy and footnotes are updated in response to a five-year review. Recommendation is to adopt PRESS.
8:30	Visitors to and Conduct on School Property	The policy, Legal References, and footnotes are updated in response to legislation. Keep specific D57 language regarding service providers. Recommendation is to adopt PRESS.
8:80	Gifts to the District	The policy is unchanged. The footnotes are updated in response to a five-year review. Recommendation is to adopt PRESS.
8:110	Public Suggestions and Concerns	The policy, Legal References, footnotes and Cross References are updated in response to legislation. Recommendation is to adopt PRESS.

*\* IASB policies are on an automatic 5 year review cycle regardless of any legislative change.*

## School Board

### Board Member Compensation; Expenses

#### Board Member Compensation Prohibited

School Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

#### Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

#### Regulation of School District Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution. No later than approval of the annual budget and when necessary, the Superintendent will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the District's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

#### Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

#### Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools;
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of the School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Superintendent or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the District any portion of an

expense advancement not used. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

#### Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

#### Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

#### Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

#### Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
  - a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.
  - b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
  - c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of

- coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
- d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
  - e. Taxis, airport limousines, ride sharing or other local transportation costs.
3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
  4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.
  5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must comply with Board policy 5:60, *Expenses*, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

LEGAL REF.: 105 ILCS 5/10-20 and 5/10-22.32.  
30 ILCS 708/, Government Accountability and Transparency Act.  
50 ILCS 150/, Local Government Travel Expense Control Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

ADOPTED:

## School Board

### Board Attorney

The School Board may retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the School Board in its capacity as the governing body for the School District. The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter. The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board.

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may also authorize a specific Board member to confer with the Board Attorney on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.: Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

ADOPTED:

## Operational Services

### Payment Procedures

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

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

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

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

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

ADOPTED:



## General Personnel

### Compliance with the Fair Labor Standards Act

#### Job Classifications

The Superintendent will ensure that all job positions are identified as either "exempt" or "non-exempt" according to the Fair Labor Standards Act (FLSA) and that employees are informed whether they are "exempt" or "non-exempt." "Exempt" and "non-exempt" employee categories may include certificated and non-certificated job positions. All non-exempt employees, whether paid on a salary or hourly basis, are covered by the FLSA minimum wage and overtime provisions.

#### Workweek and Compensation

The workweek for District employees will be 12:00 a.m. Sunday until 11:59 p.m. Saturday. Non-exempt employees will be compensated for all hours worked in a workweek including overtime. For non-exempt employees paid a salary, the salary is paid for a 40-hour workweek even if an employee is scheduled for less than 40 hours. "Overtime" is time worked in excess of 40 hours in a single workweek. Leave time (e.g., vacation, sick leave, personal leave, jury duty, etc.) and holidays do not count toward the forty (40) hours.

#### Overtime

**Covered by the current "Collective Bargaining Agreement between the Board of Education of Mount Prospect School District 57 and the Mount Prospect Educational Support Professional Association." To the extent the Collective Bargaining Agreement conflicts with this Board Policy, the Collective Bargaining Agreement will control.**

The School Board discourages overtime work by non-exempt employees. No overtime work will be performed by a non-exempt employee without prior, specific written authorization by the supervising administrator or designee. This approval must be provided in advance unless it is not practical due to an emergency situation. All supervisors of nonexempt employees shall: (1) monitor overtime use on a weekly basis and report such use to the business office, (2) seek the Superintendent or designee's written pre-approval for any long term or repeated use of overtime that can be reasonably anticipated, (3) ensure that overtime provisions of this policy and the FLSA are followed, and (4) ensure that employees are compensated for any overtime worked. Accurate and complete time sheets of actual hours worked during the workweek shall be signed by each employee and submitted to the business office. The business office will review work records of employees when necessary, make an assessment of overtime use, and provide the assessment to the Superintendent.

#### Suspension Without Pay

No exempt employee shall have his or her salary docked, such as by an unpaid suspension, if the deduction would cause a loss of the exempt status. Licensed employees may be suspended without pay in accordance with Board policy 5:240, *Professional Personnel - Suspension*. Non-licensed employees may be suspended without pay in accordance with Board policy 5:290, *Educational Support Personnel - Employment Termination and Suspensions*.

Implementation

The Superintendent or designee shall implement the policy in accordance with the FLSA, including its required notices to employees. In the event of a conflict between the policy and State or federal law, the latter shall control.

LEGAL REF.: Fair Labor Standards Act, 29 U.S.C. §201 et seq., 29 C.F.R. Parts 516, 541, 548, 553, 778, and 785.

CROSS REF.: 5:240 (Suspension), 5:290 (Employment Termination and Suspensions)

ADOPTED:



## 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 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 detectable, regardless of when and/or where the use occurred.
3. Distribution, consumption, possession, use, or being impaired by or under the influence of 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 the specific articulable symptoms listed in the Cannabis Regulation and Tax Act (CRTA).

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 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 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 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 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.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence.

#### 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* shall have the meaning provided in 105 ILCS 5/10-20.5b.

*Cannabis* shall have 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 alternatively, the 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.: Americans With Disabilities Act, 42 U.S.C. §12114.  
Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. §1308.11-1308.15.  
Drug-Free Workplace Act of 1988, 41 U.S.C. §8101 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.  
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), 6:60 (Curriculum Content),  
8:30 (Visitors to and Conduct on School Property)

ADOPTED:

## General Personnel

### Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses by resolution. Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the employee, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event. Employees must submit the appropriate itemized, signed, standardized form(s) to support any requests for expense advancements, reimbursements, or purchase orders that show the following:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and title of the employee who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement, reimbursement, or purchase order will be or was expended.
4. The nature of the official business conducted when the expense advancement, reimbursement, or purchase order will be or was expended.

### Advancements

The Superintendent may advance expenses to teachers and other licensed employees for the anticipated actual and necessary expenses to be incurred while attending meetings that are related to their duties and will contribute to their professional development, provided they fall below the maximum allowed in the Board's expense regulations.

Expense advancement requests must be submitted to the Superintendent or designee on the District's standardized estimated expense approval form for employees. After spending expense advancements, employees must use the District's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. Any portion of an expense advancement not used must be returned to the District. Expense advancements and vouchers shall be presented to the Board in its regular bill process.

### Reimbursements and Purchase Orders

Expense reimbursements and purchase orders may be issued by the Superintendent or designee to employees, along with other expenses necessary for the performance of their duties, provided the expenses fall below the maximum allowed in the Board's expense regulations.

Expense reimbursements and purchase order approvals are not guaranteed and, when possible, employees should seek pre-approval of expenses by providing an estimation of expenses on the District's standardized estimated expense approval form for employees, except in situations when the expense is diminutive. When pre-approval is not sought, employees must seek reimbursement on the District's standardized expense reimbursement form for employees. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

### Use of Credit and Procurement Cards

Credit and procurement card usage is governed by policy 4:55, *Use of Credit and Procurement Cards*.

### Exceeding the Maximum Allowable Expense Amount(s)

All requests for expense advancements, reimbursements, and purchase orders exceeding the maximum allowed in the Board's expense regulations may only be approved when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

### Registration

When possible, registration fees will be paid by the District in advance.

### Travel

The least expensive method of travel will be used, provided that no hardship will be caused to the employee. Employees will be reimbursed for:

1. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Copies of airline tickets must be attached to the expense form.
2. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
3. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
4. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
5. Taxis, airport limousines, or other local transportation costs.

### Meals

Meals charged to the District should represent mid-fare selections for the hotel/meeting facility or general area. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.

### Lodging

Employees should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Employees should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.

### Miscellaneous Expenses

Employees may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

LEGAL REF.: 50 ILCS 150/, Local Government Travel Expense Control Act.  
105 ILCS 5/10-22.32.  
820 ILCS 115/9.5, Ill. Wage Payment and Collection Act.

CROSS REF.: 2:125 (Board Member Compensation; Expenses), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards)

ADOPTED:

**General Personnel**

**Personnel Records**

**Covered by the current “Agreement between the Mount Prospect Education Association and the Board of Education, Mount Prospect School District 57” and the current “Collective Bargaining Agreement between the Board of Education of Mount Prospect School District 57 and the Mount Prospect Educational Support Professional Association.”**

**For employees not covered by a collective bargaining agreement:**

The Section of the MPEA Agreement regarding personnel records will apply under the same terms and conditions to all employees not covered by a collective bargaining agreement.

LEGAL REF.: 820 ILCS 40/1 et seq.  
23 III. Admin. Code § 1.660.

CROSS REF.: 2:250 (Access to District's Public Records), 7:340 (Student Records)

DISTRICT REF.: MPEA Agreement, New Teacher Manual, MPESPA Agreement

ADOPTED:

## **Professional Personnel**

### **Resignations**

Tenured teachers may resign at any time with consent of the Board of Education or by written notice sent to the Board of Education Secretary at least 30 days before the intended date of resignation. Probationary teachers may resign during their contract period only with the Board of Education's consent. However, no teacher may resign during the school term in order to accept another teaching position without the consent of the Board.

LEGAL REF.: 105 ILCS 5/24-14.

ADOPTED:



## **Educational Support Personnel**

### **Duties and Qualifications**

All support staff: (1) must meet qualifications specified in job descriptions, (2) must be able to perform the essential tasks listed and/or assigned, and (3) are subject to School Board policies as they may be changed from time to time at the Board's sole discretion.

### **Paraprofessionals**

Paraprofessionals provide supervised instructional support. Service as a paraprofessional requires an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the Illinois State Board of Education (ISBE).

Individuals with only non-instructional duties (e.g., providing technical support for computers, providing personal care services, or performing clerical duties) are not paraprofessionals, and the requirements in this section do not apply. In addition, individuals completing their clinical experiences and/or student teaching do not need to comply with this section, provided their service otherwise complies with ISBE rules.

### **Noncertificated and Unlicensed Personnel Working with Students and Performing Non-Instructional Duties**

Noncertificated and unlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities; or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

Nothing in this policy prevents a noncertificated person from serving as a guest lecturer or resource person under a certificated teacher's direction and with the administration's approval.

### **Coaches and Athletic Trainers**

Athletic coaches and trainers shall have the qualifications required by any association in which the School District maintains a membership. Regardless of whether the athletic activity is governed by an association, the Superintendent or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid training, and (3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health. Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law.

### **Bus Drivers**

All school bus drivers must have a valid school bus driver permit. The Superintendent or designee shall inform the Illinois Secretary of State, within 30 days of being informed by a school bus driver, that the bus driver permit holder has been called to active duty. New bus drivers and bus drivers who are returning from a lapse in their employment are subject to the requirements contained in Board policy 5:30, *Hiring Process and Criteria* and Board policy 5:285, *Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*.

LEGAL REF.: 34 C.F.R. §200.58.  
105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b.  
625 ILCS 5/6-104 and 5/6-106.1.  
23 Ill.Admin.Code §§1.280, 1.630, and 25.510.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 5:30 (Hiring Process and Criteria), 5:35 (Compliance with the Fair Labor Standards Act), 5:285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers), 6:250 (Community Resource Persons and Volunteers)

ADOPTED:

## 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.

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)

ADOPTED:

## Instruction

### Access to Electronic Networks

Electronic networks, including the Internet, are a part of the District's instructional program and serve to promote educational excellence by facilitating resource sharing, innovation, and communication. The Superintendent shall develop an implementation plan for this policy and appoint system administrator(s).

The School District is not responsible for any information that may be lost or damaged, or become unavailable when using the network, or for any information that is retrieved or transmitted via the Internet. Furthermore, the District will not be responsible for any unauthorized charges or fees resulting from access to the Internet.

### Curriculum and Appropriate Online Behavior

The use of the District's electronic networks shall: (1) be consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and (2) comply with the selection criteria for instructional materials and library resource center materials. As required by federal law and Board policy 6:60, *Curriculum Content*, students will be educated about appropriate online behavior, including but not limited to: (1) interacting with other individuals on social networking websites and in chat rooms, and (2) cyberbullying awareness and response. Staff members may, consistent with the Superintendent's implementation plan, use the Internet throughout the curriculum.

The District's electronic network is part of the curriculum and is not a public forum for general use.

### Acceptable Use

All use of the District's electronic networks must be: (1) in support of education and/or research, and be in furtherance of the goals stated herein, or (2) for a legitimate school business purpose. Use is a privilege, not a right. Students and staff members have no expectation of privacy in any material that is stored, transmitted, or received via the District's electronic networks or District computers. General rules for behavior and communications apply when using electronic networks. The District's administrative procedure, *Acceptable Use of the District's Electronic Networks*, contains the appropriate uses, ethics, and protocol. Electronic communications and downloaded material, including files deleted from a user's account but not erased, may be monitored or read by school officials.

### Internet Safety

Technology protection measures shall be used on each District computer with Internet access. They shall include a filtering device that protects against Internet access by both adults and minors to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by federal law and as determined by the Superintendent or designee. The Superintendent or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose, provided the person receives prior permission from the Superintendent or system administrator. The Superintendent or designee shall include measures in this policy's implementation plan to address the following:

1. Ensure staff supervision of student access to online electronic networks,

2. Restrict student access to inappropriate matter as well as restricting access to harmful materials,
3. Ensure student and staff privacy, safety, and security when using electronic communications,
4. Restrict unauthorized access, including “hacking” and other unlawful activities, and
5. Restrict unauthorized disclosure, use, and dissemination of personal identification information, such as, names and addresses.

Authorization for Electronic Network Access

Each staff member must sign the *Authorization for Access to the District’s Electronic Networks* as a condition for using the District’s electronic network. Each student and his or her parent(s)/guardian(s) must sign the *Authorization* before being granted unsupervised use.

All users of the District’s computers to access the Internet shall maintain the confidentiality of student records. Reasonable measures to protect against unreasonable access shall be taken before confidential student information is loaded onto the network.

The failure of any student or staff member to follow the terms of the District’s administrative procedure, *Acceptable Use of the District’s Electronic Networks*, or this policy, will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

LEGAL REF.: No Child Left Behind Act, 20 U.S.C. §6777.  
 Children’s Internet Protection Act, 47 U.S.C. §254(h) and (l).  
 Enhancing Education Through Technology Act, 20 U.S.C §6751 *et seq.*  
 47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.  
 720 ILCS 5/26.5.

CROSS REF.: 5:100 (Staff Development Program), 5:170 (Copyright), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:210 (Instructional Materials), 6:220 (Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct), 6:230 (Library Media Program), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:310 (Restrictions on Publications; Elementary Schools)

ADMIN. PROC.: 6:235-AP1 (Administrative Procedure - Acceptable Use of the District’s Electronic Networks), 6:235-AP1, E1 (Student Authorization for Access to the District’s Electronic Networks), 6:235-AP1, E2 (Exhibit - Staff Authorization for Access to the District’s Electronic Networks)

ADOPTED:

## Instruction

### Grading and Promotion

The Superintendent or designee shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Ill. State Board of Education (ISBE) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted.

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

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

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

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

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

ADOPTED:

## 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 his or her religion forbids secular activity on a particular 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, 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.

#### 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. 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.
9. 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.
10. 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.
11. An acknowledgement 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.
12. 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.

LEGAL REF.: 105 ILCS 5/26-1 through 16.  
 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), 7:340 (Student Records)

ADOPTED:



## Students

### Release During School Hours

For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

### Early Dismissal Announcement

The Superintendent or designee shall make reasonable efforts to issue an announcement whenever it is necessary to close school early due to inclement weather or other reason.

LEGAL REF.: 10 ILCS 5/7-42(b) and 5/17-15(b), Election Code.

CROSS REF.: 4:170 (Safety)

ADOPTED:

## Students

### Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

Students may, during the school day, during noninstructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, are not sponsored, promoted, or endorsed in any manner by the school or any school employee. *Noninstructional time* means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.

LEGAL REF.: 20 U.S.C. §7904.  
105 ILCS 20/5.  
Tinker v. Des Moines Independent School District, 89 S.Ct. 733 (1969).

CROSS REF.: 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:190 (Student Behavior)

ADOPTED:

## Students

### Student Fundraising Activities

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are:

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. For any school that participates in the School Breakfast Program or the National School Lunch Program, fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the Ill. State Board of Education rules concerning the sale of competitive food and beverage items.
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount and door-to-door solicitations are discouraged.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property (e.g., tiles or bricks) or placement upon school property (e.g., posters or placards) must:
  - a. Develop viewpoint neutral guidelines for the creation of messages;
  - b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
  - c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the District of any message's content."

LEGAL REF.: 105 ILCS 5/10-20.19(3).  
23 Ill.Admin.Code Part 305, School Food Service.

CROSS REF.: 4:90 (Activity Funds), 4:120 (Food Services), 8:80 (Gifts to the District), 8:90  
(Parent Organizations and Booster Clubs)

ADOPTED:

## Community Relations

### Connection with the Community

#### Public Relations

The Board President is the official spokesperson for the School Board. The Superintendent is the District's chief spokesperson. The Superintendent or designee shall plan and implement a District public relations program that will:

1. Develop community understanding of school operation.
2. Gather community attitudes and desires for the District.
3. Secure adequate financial support for a sound educational program.
4. Help the community feel a more direct responsibility for the quality of education provided by their schools.
5. Earn the community's good will, respect, and confidence.
6. Promote a genuine spirit of cooperation between the school and the community.
7. Keep the news media accurately informed.
8. Coordinate with the District Safety Coordinator to provide accurate and timely information to the appropriate individuals during an emergency.

The public relations program should include:

1. Regular news releases concerning District programs, policies, activities, and special event management for distribution by, for example, posting on the District website, using social media platforms, e.g., Facebook, Twitter, etc., or sending to the news media.
2. News conferences and interviews, as requested or needed. The Board President and Superintendent will coordinate their respective media relations efforts. Individuals may speak for the District only with prior approval from the Superintendent.
3. Publications having a high quality of editorial content and effective format. All publications shall identify the District, school, department, or classroom and shall include the name of the Superintendent, the Building Principal, and/or the author and the publication date.
4. Other efforts that highlight the District's programs and activities.

#### Community Engagement

Community engagement is a process that the Board uses to actively involve diverse citizens in dialogue, deliberation, and collaborative thinking around common interests for the District's schools.

The Board, in consultation with the Superintendent, determines the purpose(s) and objective(s) of any community engagement initiative.

For each community engagement initiative:

1. The Board will:
  - a. Commit to the determined purpose(s) and objective(s), and
  - b. Provide information about the expected nature of the public's involvement.
2. The Superintendent will:

- a. Identify the effective tools and tactics that will advance the Board's purpose(s) and objective(s),
- b. At least annually, prepare a report for the community engagement initiative, and/or
- c. Prepare a final report of the community engagement initiative.

The Board will periodically: (1) review whether its community engagement initiative(s) are achieving the identified purpose(s) and objective(s); (2) consider what, if any, modifications would improve effectiveness; and (3) determine whether to continue individual initiatives.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers)

ADOPTED:

## Community Relations

### Visitors to and Conduct on School Property

The following definitions apply to this policy:

**School property** - 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.

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

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution. Service providers performing regular and/or routine services for the District will be provided District identification. Individual employees of these service providers with school building access during normal student attendance times are required to undergo a criminal background check prior to issuing of badge.

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

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

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

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.

9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
14. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
15. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

#### Convicted Child Sex Offender

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

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

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

#### Exclusive Bargaining Representative Agent

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.

#### Enforcement

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

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



Procedures to Deny Future Admission to School Events or Meetings

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

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

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4th Dist. 2000).  
20 U.S.C. §7181 et seq., Pro-Children Act of 1994.  
105 ILCS 5/10-20.5b, 5/22-33, 5/24-25, and 5/27-23.7(a).  
115 ILCS 5/3(c), Ill. Educational Labor Relations Act.  
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.  
430 ILCS 66/, Firearm Concealed Carry Act.  
410 ILCS 705/, Cannabis Tax and Regulation Act.  
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

ADOPTED:

## **Community Relations**

### **Gifts to the District**

The School Board accepts gifts (e.g. donations, memorials, bequests) that are consistent with the School District's educational objectives and policies. The School District, any district employee, or other person acting on behalf of the district may not accept any gift unless such acceptance is in compliance with this policy and its procedures. All gifts are subject to final approval by the Board. Once accepted, all gifts become the School District's property.

The Superintendent or designee shall develop procedures for approval of gifts.

LEGAL REF.: 105 ILCS 5/16-1.

ADOPTED:

## **Community Relations**

### **Public Suggestions and Concerns**

The School Board is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern by contacting any District or School office. Community members who e-mail the District or any District employee or board member are expected to abide by the standards in Board policy 6:235, *Access to Electronic Networks*, and should, to the extent possible, limit their communications to relevant individuals. All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator who is most able to respond in a timely manner. Each concern or suggestion shall be considered on its merit.

An individual who is not satisfied may file a grievance under Board policy 2:260, *Uniform Grievance Procedure*. The Board encourages, but does not require, individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

LEGAL REF.: 115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:230 (Public Participation at School Board Meetings and Petitions to the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Chain of Command), 6:235 (Access to Electronic Networks), 6:260 (Complaints About Curriculum, Instructional Materials and Programs), 8:10 (Connection with the Community)

ADOPTED:



***MOUNT PROSPECT SCHOOL DISTRICT 57***

701 West Gregory Street, Mount Prospect, Illinois 60056-2296  
(847) 394-7300 / Fax (847) 394-7311 / [www.d57.org](http://www.d57.org)

May 21, 2020

**BOARD RECOMMENDATION**

**On Recommendation by the Superintendent:**

That the Board approve the NSSEO FY21 budget

**Background**

Annually each of the NSSEO member districts is asked to approve their budget. The District 57 NSSEO board representative will cast the vote at the NSSEO business meeting in June. See attached budget for detail.



## **2020-2021 BUDGET**

# **Financial Information for Mount Prospect School District #57**



## **Northwest Suburban Special Education Organization**

### **Fiscal Year 2020-2021 Budget**

This document is a financial plan for providing special education services as requested by the NSSEO member districts. Districts are billed for those services they receive. The projected district usage and costs are included in this document. These projections are made by both the district and NSSEO staff. District billings will be on actual usage, which could be above or below the costs based on projections. When program vacancies allow, NSSEO will accept non-member district placements if they enhance the educational services/environment.

The NSSEO budget contains the following program budgets:

- Timber Ridge School
- Miner/Kirk Program
- D/HH Program
- Diagnostic and Educational Services Center (DESC)
- D/HH Diagnostics
- D/HH Itinerant
- Outdoor Education
- Vocational Adjustment Counselor (VAC)
- Secondary Transitional Experience Program (STEP)
- NSSEO Administration & Support Services
- Technical Assistance to Districts
- Professional Development
- Technology Central / Programs
- Transportation

#### **NSSEO Budget Development Process**

The NSSEO budget is prepared with input from various stakeholder groups including the NSSEO Governing Board of Education, the NSSEO Superintendent, NSSEO Administration, and the NSSEO Finance Advisory Committee. The NSSEO Finance Advisory Committee is comprised of representatives of the NSSEO Board, Member District Administrative Representatives, Member District Business Representatives, and NSSEO Administrative staff. The Committee met three times from January 23, 2020 through March 19, 2020. Members of the NSSEO Finance Advisory Committee represented district needs as well as a comprehensive focus NSSEO's Continuous Improvement Plan.

The budget planning process reflects an ongoing emphasis of the NSSEO Governing Board's role in providing input and approval of the Finance Advisory Committee recommendations. The structured and transparent process is also intended to facilitate dialogue with member districts to insure understanding and provide frequent opportunities for input throughout development of the proposed budget.

### **Financial Overview**

The NSSEO budget for 2020-2021 has been created in accordance with the Illinois Program Accounting Manual. A fund is an accounting entity unto itself, and all the financial transactions for the particular fund are recorded in the accounts of that fund.

The following funds included in the NSSEO budget are as follows:

A. **Education Fund:**

This fund is used for most of the instructional and administrative aspects of the organization's operations. The revenue consists primarily of payments from school districts and state and federal aid.

B. **Transportation Fund:**

This fund accounts for all revenue and expenditures made for student transportation. Revenue is derived primarily from school district payments.

C. **Building Fund:**

This fund is used for expenditures made for repair, maintenance and improvement of NSSEO property. Revenue consists primarily of school district payments.

The funds are further divided into objects. The object represents the service or materials obtained as a result of a specific expenditure. The objects used in NSSEO's budget are as follows:

1. **Salaries** – compensations paid to employees of the joint agreement.
2. **Employee Benefits** – paid by the joint agreement on behalf of its employees. These benefits include board share of IMRF, FICA, Medicare, Teacher Retirement-Local, Teacher Retirement-Federal, Health/Life/Dental Insurance assessment, and Worker's Compensation assessment.
3. **Purchased Services** – amounts paid for personal services rendered to the joint agreement and includes consulting, legal, audit, property, transportation, communication and insurance services.
4. **Supplies** – amounts paid for material items of an expendable nature and include instructional materials, office supplies, gas and electricity.

5. **Capital Outlay** – expenditures for the acquisition of fixed assets or additions to fixed assets. This includes expenditures for land or existing buildings and for improvements to the existing building and grounds. Also included in the object are equipment purchases of \$1,000 and over.
6. **Other Objects** – items including contingency (“contingency” by definition is an amount provided “to address a condition, situation, or set of circumstances involving uncertainty.” Several of the NSSEO program budgets carry small contingencies.), and dues/fees/memberships paid to professional associations and organizations. This also includes payments made to other governmental units, for example, flow-through payments made to NSSEO districts for IDEA and Preschool subgrant claims. Also included in Other Objects are transfers. Transfers are defined as “expenditures that are transfers to other NSSEO programs from NSSEO programs for services purchased, for administration fees, or rental in another NSSEO program.”
7. **Non-Capitalized Equipment** – items that would be classified as capital assets except they cost less than the capitalization threshold and are \$500-\$999 per item.

The information included herein is intended to provide background information necessary to understand the components of the 2020-2021 NSSEO budget.

Dr. Judy Hackett  
Superintendent

Julie Jilek  
Assistant Superintendent,  
Chief School Business Official



## **2020-2021 NSSEO BUDGET INDEX**

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w/budget/indexFY20-21



## **NSSEO 2020-2021 BUDGET SUMMARY**

### **2020-2021 Budget Development Process-**

- The NSSEO Budget is developed based on input from:
  - NSSEO Governing Board
  - District and NSSEO Administration
  - Student, District, Program and Educational Needs

### **Scope of the Finance Advisory Committee-**

- Throughout the budget development process the Finance Advisory Committee will continue to serve in an advisory capacity with the focus on:
  - Analyzing student/program needs
  - Addressing district needs
  - Focusing on fiscal responsibility
  - Providing ongoing communication and updates on the budget process to stakeholders

### **NSSEO Continuous Improvement Plan-**

- Main Areas of Focus
  - Student Outcomes
  - Student Centered Learning Environment
  - Transition Planning
  - Collaborative Partnerships

### **NSSEO FY21 Initiatives-**

- Increase positive impact through innovative practices
- Increase linkages to age-appropriate peer opportunities
- Intensify focus on person-centered educational design for life planning
- Meaningful teaming, planning through professional learning communities
- Increase parent engagement at all levels, creating greater networking
- Expand PERC efforts to support parents at all levels
- Enhance strong school partnerships with all stakeholders
- Advance focus on transition, specifically employment, parental engagement and community partnerships aligned to students' life plans
- Focus on advancing instructional practices across NSSEO programs that addresses the complex academic, social-emotional and life needs of students EC-22.
- Support member districts in building capacity in behavior through coaching/PD
- Increase focus on social/emotional learning across programs
- Increase focus on mental health supports for students and families
- Maximize resources through expanded communication, planning, and partnerships

**Enrollment Projections-**

- Developed based on input from Districts Administrative and Business Representatives and Program Administrators
- Enrollment Projections in the FY21 Budget remain stable

**Staffing Adjustments-**

**FY20 Amendment 1 to FY21 Budget**

Overall Staffing Increase/Decrease - Tuition Programs: -7.65 FTE  
 Staffing Increase/Decrease in District Purchased Services/Other: -2.60 FTE

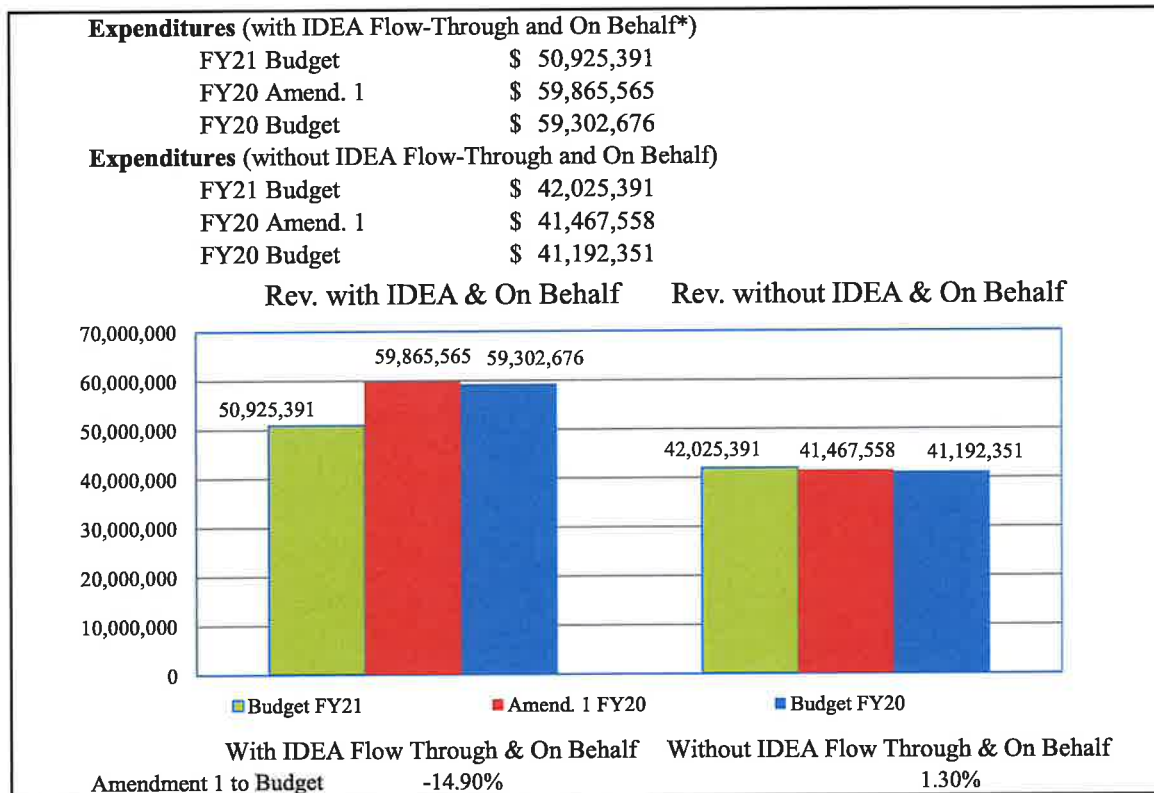
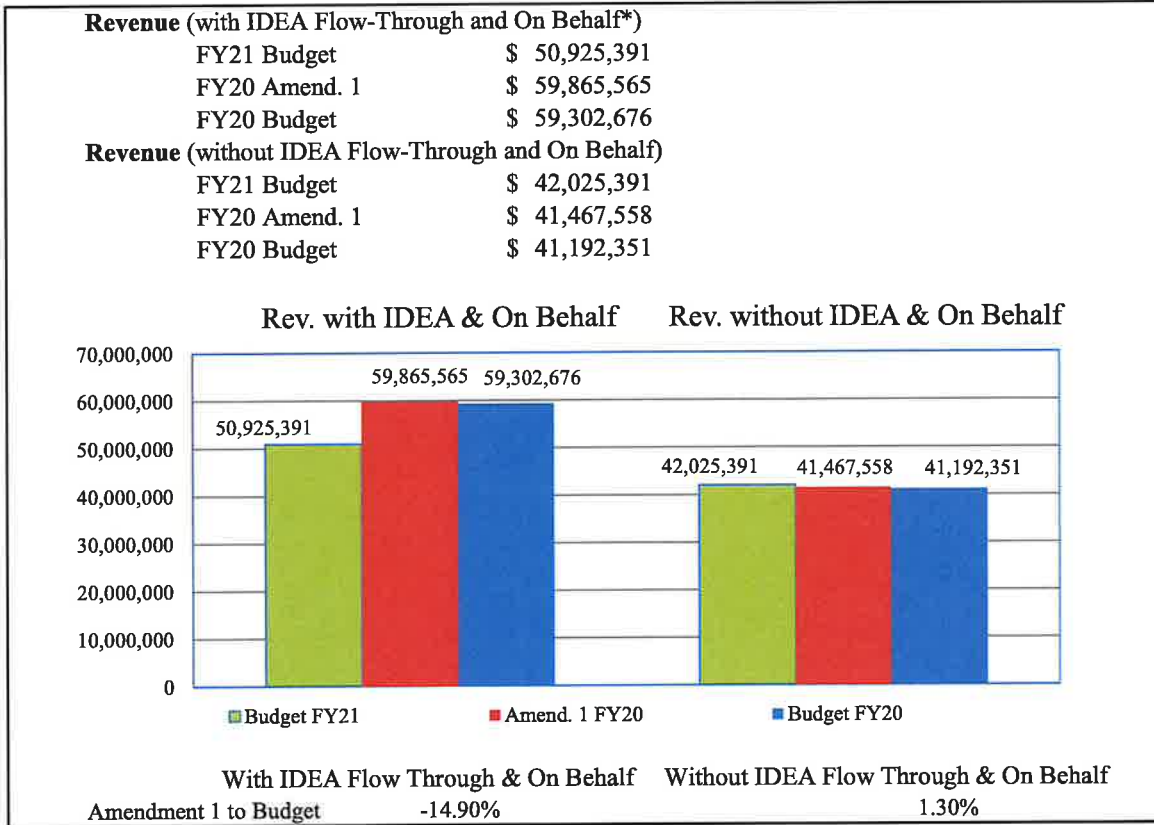
<b>2020-2021 NSSEO Tuition Based</b>	<b>2019-2020</b>		<b>2020-2021</b>	<b>INC./DEC.</b>
<b>Programs</b>	<b>BUDGET</b>		<b>BUDGET</b>	<b>%</b>
Timber Ridge School	39,208.88	per std	40,411.11	3.07%
Miner/Kirk Program	42,589.47	per std	44,124.72	3.60%
D/HH Program	44,228.87	per std	46,012.25	4.03%

**Programs and Services Rates-**

<b>Non-Member Tuition Rates</b>	<b>2020-2021</b>
Timber Ridge School Non-Member	51,568.69
Timber Ridge Non-Member w/ Add-Ons	61,222.02
Miner/Kirk Program Non-Member	57,385.38
Miner Non-Member with Add-Ons	67,038.71

<b>2020-2021 NSSEO Service/Other Programs</b>	<b>2019-2020</b>		<b>2020-2021</b>	<b>INC./DEC.</b>
<b>DESC:</b>	<b>BUDGET</b>		<b>BUDGET</b>	<b>%</b>
OT/PT services to District students	111,478	per FTE	114,235	2.47%
APE services to District students	76,013	per FTE	77,692	2.21%
Vision services to District students	88,232	per FTE	89,614	1.57%
Assistive Technology services to District students	84,032	per FTE	85,649	1.92%
D/HH-Itinerant Program	22.75	per unit	23.61	3.75%
Outdoor Education - based on % of usage in education fund	379,996	total	391,880	3.13%
VAC - costs are split between Districts 211 & 214	65,039	per dist	67,465	3.73%
NSSEO Administration - Offset by IDEA dollars/Admin Fee	0	total	0	0.00%
Technical Assistance to Districts	89,215	per FTE	91,625	2.70%
Professional Development - Offset by IDEA dollars	0	total	0	0.00%
Central O&M - based on % of usage in education fund	52,223	total	53,691	2.81%
D/HH-Central Office - Offset by Admin Fee	0	total	0	0.00%
Technology/Central - based on % of usage in education fund	681,714	total	704,851	3.39%
Technology/Programs - based on % of usage in education fund	79,953	total	81,987	2.54%
Building Fund	200,000	total	200,000	0.00%

**Budget Revenue/Expenditure Summary:**

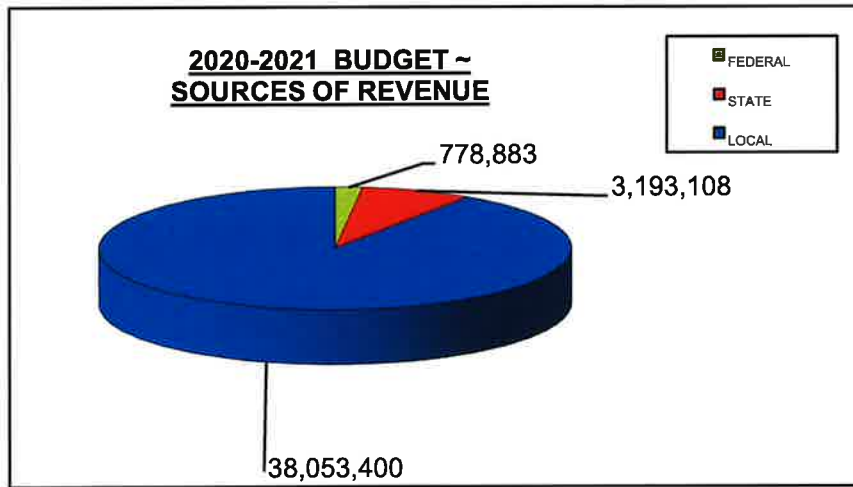


# NORTHWEST SUBURBAN SPECIAL EDUCATION ORGANIZATION



## SOURCES OF REVENUE

	<u>FEDERAL</u>	<u>STATE</u>	<u>LOCAL</u>	<u>TOTAL</u>
<b>2019-2020 BUDGET*</b>	11,550,099 22.9%	3,011,942 6.0%	35,840,635 71.1%	50,402,676
<b>2019-2020 AMEND. 1*</b>	12,198,393 23.9%	3,188,108 6.3%	35,579,064 69.8%	50,965,565
<b>2020-2021 BUDGET*</b>	778,883 1.9%	3,193,108 7.6%	38,053,400 90.5%	42,025,391



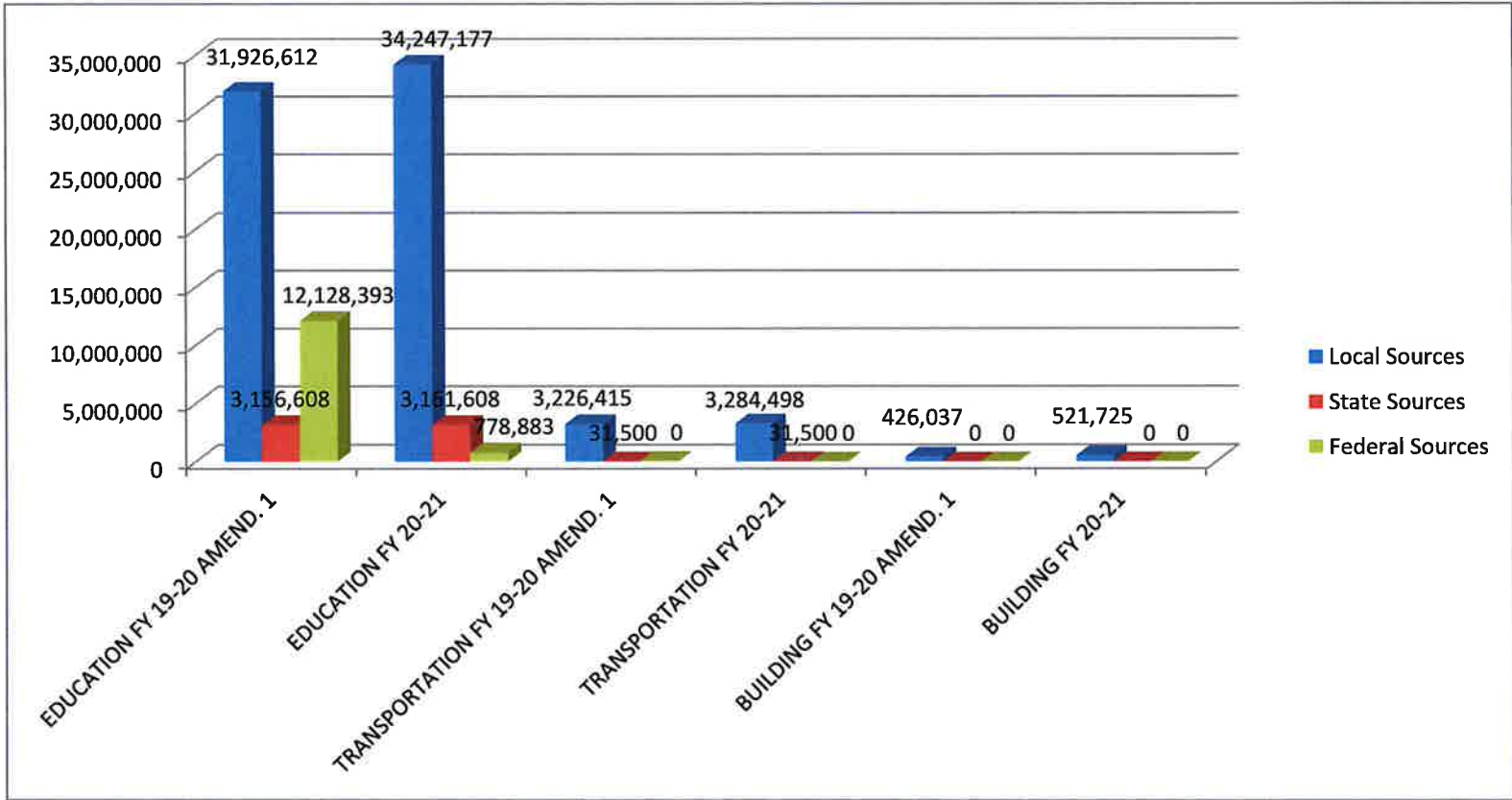
\*Excludes \$8.9 million in On Behalf

## **2020-2021 NSSEO BUDGET REVENUE**

	<b>FY 19-20 Amend. 1 Education</b>	<b>FY20-21 Budget Education</b>	<b>FY 19-20 Amend. 1 Transportation</b>	<b>FY20-21 Budget Transportation</b>	<b>FY 19-20 Amend. 1 Building</b>	<b>FY20-21 Budget Building</b>	<b>FY 19-20 Amend. 1 Total</b>	<b>FY20-21 Budget Total</b>
<b>Local Sources:</b>								
District Payments	17,770,512	18,130,374	0	0	200,000	200,000	17,970,512	18,330,374
Non-Member Payments	6,612,100	6,703,205	0	0	80,911	80,469	6,693,011	6,783,674
Transportation Payments	0	0	3,156,415	3,284,498	0	0	3,156,415	3,284,498
Direct Bill Revenue	4,889,319	5,090,684	0	0	0	0	4,889,319	5,090,684
Other Local Revenue	25,000	15,000	0	0	0	0	25,000	15,000
IDEA Funds	0	1,442,423	0	0	0	0	0	1,442,423
Building Rent	6,000	6,000	0	0	0	0	6,000	6,000
ESY Assessment	122,220	119,820	0	0	0	0	122,220	119,820
Program Payments	1,869,108	1,910,912	0	0	0	0	1,869,108	1,910,912
Interest	90,000	75,000	0	0	60,000	60,000	150,000	135,000
Budget Balance	542,353	753,759	70,000	0	85,126	181,256	697,479	935,015
<b>Total Local Sources</b>	<b>31,926,612</b>	<b>34,247,177</b>	<b>3,226,415</b>	<b>3,284,498</b>	<b>426,037</b>	<b>521,725</b>	<b>35,579,064</b>	<b>38,053,400</b>
<b>State Sources:</b>								
Evidence Based Funding	2,427,478	2,432,478	0	0	0	0	2,427,478	2,432,478
State Transp. Claim	0	0	31,500	31,500	0	0	31,500	31,500
Breakfast/Lunch Revenue	0	0	0	0	0	0	0	0
ORS/DHS	729,130	729,130	0	0	0	0	729,130	729,130
<b>Total State Sources</b>	<b>3,156,608</b>	<b>3,161,608</b>	<b>31,500</b>	<b>31,500</b>	<b>0</b>	<b>0</b>	<b>3,188,108</b>	<b>3,193,108</b>
<b>Federal Sources:</b>								
IDEA	10,937,191	0	70,000	0	0	0	11,007,191	0
Preschool	229,526	0	0	0	0	0	229,526	0
Breakfast/Lunch Revenue	0	0	0	0	0	0	0	0
Medicaid	961,676	778,883	0	0	0	0	961,676	778,883
<b>Total Federal Sources</b>	<b>12,128,393</b>	<b>778,883</b>	<b>70,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,198,393</b>	<b>778,883</b>
<b>Grand Total*</b>	<b>47,211,613</b>	<b>38,187,668</b>	<b>3,327,915</b>	<b>3,315,998</b>	<b>426,037</b>	<b>521,725</b>	<b>50,965,565</b>	<b>42,025,391</b>

\*Excludes \$8.9 million in On Behalf

## 2020-2021 NSSEO BUDGET REVENUE





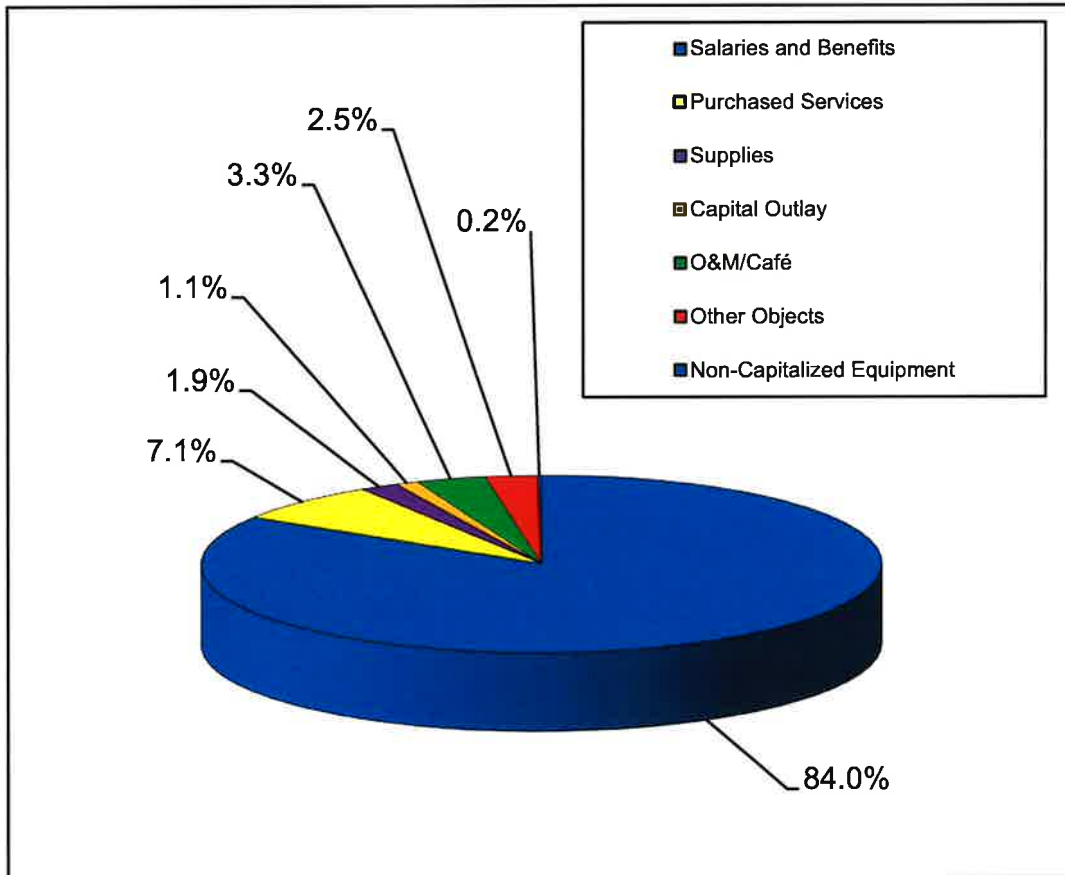


# NSSEO

## 2020-2021 BUDGET SUMMARY

### Education Fund- Allocation of Program Expenses:

Salaries and Benefits	30,492,768	84.0%
Purchased Services	2,582,406	7.1%
Supplies	674,454	1.9%
Capital Outlay	386,973	1.1%
O&M/Café	1,200,416	3.3%
Other Objects	896,469	2.5%
Non-Capitalized Equipment	66,005	0.2%
Subtotal	36,299,491	100.0%
Transfers	1,888,177	
On Behalf	8,900,000	
Total 2019-2020 Education Fund	47,087,668	







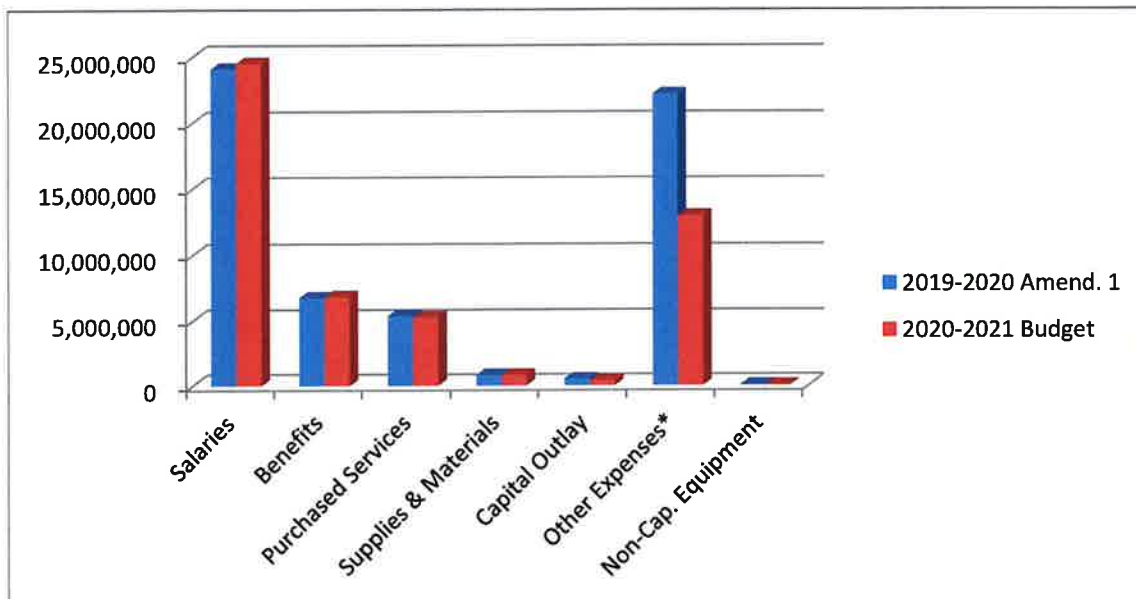
## **2020-2021 NSSEO BUDGET EXPENDITURES**

	2019-2020 Amend. 1	2020-2021 Budget	Change
<b>Education Fund:</b>			
Salaries	16,617,679	17,091,236	473,557
Benefits	5,108,677	5,185,096	76,419
Purchased Services	948,976	852,136	-96,840
Supplies & Materials	214,091	213,276	-815
Capital Outlay	237,041	233,694	-3,347
Other Expenses*	2,542,982	2,655,114	112,132
Non-Cap. Equipment	2,700	2,700	0
<b>Total Tuition Programs</b>	<b>25,672,146</b>	<b>26,233,252</b>	<b>561,106</b>
Salaries	6,773,337	6,706,479	-66,858
Benefits	1,515,562	1,509,957	-5,605
Purchased Services	1,900,436	1,730,270	-170,166
Supplies & Materials	459,502	461,178	1,676
Capital Outlay	151,759	153,279	1,520
Other Expenses*	833,931	839,503	5,572
Non-Cap. Equipment	63,305	63,305	0
<b>Total Service/Other</b>	<b>11,697,832</b>	<b>11,463,971</b>	<b>-233,861</b>
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	0	0	0
Supplies & Materials	0	0	0
Capital Outlay	0	0	0
Other Expenses*	343,628	490,445	146,817
Non-Cap. Equipment	0	0	0
<b>Total Ed Fund Reserves</b>	<b>343,628</b>	<b>490,445</b>	<b>146,817</b>
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	0	0	0
Supplies & Materials	0	0	0
Capital Outlay	0	0	0
Other Expenses*	9,498,007	0	-9,498,007
Non-Cap. Equipment	0	0	0
<b>Total IDEA Subgrants to Districts</b>	<b>9,498,007</b>	<b>0</b>	<b>-9,498,007</b>
On Behalf	8,900,000	8,900,000	0
<b>Total Education Fund</b>	<b>56,111,613</b>	<b>47,087,668</b>	<b>-9,023,945</b>



## 2020-2021 NSSEO BUDGET EXPENDITURES

	2019-2020 Amend. 1	2020-2021 Budget	Change
<b>Transportation Fund:</b>			
Salaries	723,496	735,098	11,602
Benefits	136,901	144,909	8,008
Purchased Services	2,169,071	2,257,543	88,472
Supplies & Materials	140,322	140,322	0
Capital Outlay	145,000	25,001	-119,999
Other Expenses*	11,250	11,250	0
Non-Cap. Equipment	1,875	1,875	0
<b>Total Transportation Fund</b>	<b>3,327,915</b>	<b>3,315,998</b>	<b>-11,917</b>
<b>Building Fund:</b>			
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	362,037	457,725	95,688
Supplies & Materials	16,000	16,000	0
Capital Outlay	0	0	0
Other Expenses*	48,000	48,000	0
Non-Cap. Equipment	0	0	0
<b>Total Building Fund</b>	<b>426,037</b>	<b>521,725</b>	<b>95,688</b>
<b>Total All Funds</b>	<b>59,865,565</b>	<b>50,925,391</b>	<b>-8,940,174</b>
*Other Expenses - Transfers/IDEA Flow-Thru/Dues-Fees-Subscriptions			





# NSSEO

## BUDGET EXPENDITURES SUMMARY 2020-2021

PROGRAM	SALARIES	EMPLOYEE BENEFITS*	PURCHASED SERVICES	SUPPLIES/ MATERIALS	CAPITAL OUTLAY	TRANSFERS/ FLOW-THRU/ DUES/FEES	NON- CAPITALIZED EQUIPMENT	TOTAL
<b>TUITION PROGRAMS:</b>								
TIMBER RIDGE	3,165,917	866,983	115,346	44,970	1,500	666,372	0	4,861,088
MINER SCHOOL	3,673,897	1,117,482	402,004	88,826	202,194	384,303	1,500	5,870,206
KIRK SCHOOL	8,701,607	2,820,879	165,276	79,480	30,000	1,478,557	1,200	13,276,999
D/HH-ELEMENTARY	986,691	252,784	71,947	0	0	78,632	0	1,390,054
D/HH-MIDDLE	254,956	60,414	22,265	0	0	20,249	0	357,884
D/HH-HIGH SCHOOL	308,168	66,554	75,298	0	0	27,001	0	477,021
TUITION BUDGET '21	17,091,236	5,185,096	852,136	213,276	233,694	2,655,114	2,700	26,233,252
TUITION BUDGET '20	16,424,062	4,800,085	904,407	227,651	169,741	2,565,174	2,700	25,093,820
TUITION AMEND. 1 '20	16,617,679	5,108,677	948,976	214,091	237,041	2,542,982	2,700	25,672,146
<b>Change in Expenditures Amendment 1 to Budget</b>								<b>561,106</b>
<b>SERVICE/OTHER:</b>								
D.E.S.C.	2,003,115	467,572	70,500	8,978	0	154,494	0	2,704,659
D/HH-DIAGNOSTICS	319,265	98,456	46,000	10,000	0	28,423	0	502,144
D/HH-ITINERANT	728,266	110,718	17,872	0	0	51,411	0	908,267
OUTDOOR EDUCATION	438,889	77,981	40,120	42,618	0	86,575	1,105	687,288
VAC/STEP	204,935	75,771	568,260	1,675	0	18,420	0	869,061
NSSEO ADMINISTRATION	1,435,689	332,263	499,855	187,955	20,000	82,500	5,000	2,563,262
TECH ASST TO DIST	229,966	33,426	30,000	725	0	0	0	294,117
PROF DEVELOPMENT	238,159	58,413	191,888	36,728	0	0	0	525,188
CENTRAL O&M	255,331	59,924	77,800	30,917	4,000	1,000	0	428,972
D/HH-CENTRAL	2,500	493	98,665	17,000	0	166,680	0	285,338
TECHNOLOGY/CENTRAL	850,364	194,940	64,140	39,000	40,000	250,000	10,000	1,448,444
TECHNOLOGY/PROGRAMS	0	0	25,170	85,582	89,279	0	47,200	247,231
SRVS/OTHR BUD '21	6,706,479	1,509,957	1,730,270	461,178	153,279	839,503	63,305	11,463,971
SRVS/OTHR BUD '20	6,811,715	1,469,810	1,587,857	457,672	163,279	835,724	63,200	11,389,257
SRVS/OTHR AMEND. 1 '20	6,773,337	1,515,562	1,900,436	459,502	151,759	833,931	63,305	11,697,832
<b>Change in Expenditures Amendment 1 to Budget</b>								<b>-233,861</b>
<b>ED FUND RESERVES:</b>								
U/C RESERVE	0	0	0	0	0	20,000	0	20,000
RETIREMENT RESERVE	0	0	0	0	0	9,370,445	0	9,370,445
ED. RES. BUDGET '21	0	0	0	0	0	9,390,445	0	9,390,445
ED. RES. BUDGET '20	0	0	0	0	0	9,294,824	0	9,294,824
ED. RES. AMEND. 1 '20	0	0	0	0	0	9,243,628	0	9,243,628
<b>Change in Expenditures Amendment 1 to Budget</b>								<b>146,817</b>
<b>FLOW THRU DISTRICT SUBGRANTS:</b>								
FLOW THRU BUD '21	0	0	0	0	0	0	0	0
FLOW THRU BUD '20	0	0	0	0	0	9,210,325	0	9,210,325
FLOW THRU AMEND. 1 '20	0	0	0	0	0	9,498,007	0	9,498,007
<b>Change in Expenditures Amendment 1 to Budget</b>								<b>-9,498,007</b>
TOTAL EDUCATION BUDGET 2020-2021	23,797,715	6,695,053	2,582,406	674,454	386,973	12,885,062	66,005	47,087,668
TOTAL EDUCATION BUDGET 2019-2020	23,235,777	6,269,895	2,492,264	685,323	333,020	21,906,047	65,900	54,988,226
TOTAL EDUCATION AMEND. 1 2019-2020	23,391,016	6,624,239	2,849,412	673,593	388,800	22,118,548	66,005	56,111,613
<b>Change in Expenditures Amendment 1 to Budget</b>								<b>-9,023,945</b>



# NSSEO

## BUDGET EXPENDITURES SUMMARY 2020-2021

PROGRAM	SALARIES	EMPLOYEE BENEFITS*	PURCHASED SERVICES	SUPPLIES/ MATERIALS	CAPITAL OUTLAY	TRANSFERS/ FLOW-THRU/ DUES/FEES	NON- CAPITALIZED EQUIPMENT	TOTAL
TRANSP 2020-2021	735,098	144,909	2,257,543	140,322	25,001	11,250	1,875	3,315,998
TRANSP 2019-2020	718,460	128,254	2,739,924	142,053	5,000	8,914	1,875	3,744,480
TRANSP A1 2019-2020	723,496	136,901	2,169,071	140,322	145,000	11,250	1,875	3,327,915
								Change in Expenditures Amendment 1 to Budget
								-11,917
BLDG FUND 2020-2021	0	0	457,725	16,000	0	48,000	0	521,725
BLDG FUND 2019-2020	0	0	505,970	16,000	0	48,000	0	569,970
BLDG FUND A1 2019-2020	0	0	362,037	16,000	0	48,000	0	426,037
								Change in Expenditures Amendment 1 to Budget
								95,688
<b>GRAND TOTALS:</b>								
BUDGET 2020-2021	24,532,813	6,839,962	5,297,674	830,776	411,974	12,944,312	67,880	50,925,391
BUDGET 2019-2020	23,954,237	6,398,149	5,738,158	843,376	338,020	21,962,961	67,775	59,302,676
AMEND. 1 2019-2020	24,114,512	6,761,140	5,380,520	829,915	533,800	22,177,798	67,880	59,865,565
								Change in Expenditures Amendment 1 to Budget
								-8,940,174
								% Change in Expenditures Amendment 1 to Budget
								-14.9%
<b>GRAND TOTALS LESS IDEA FLOW-THROUGH AND ON BEHALF:</b>								
BUDGET 2020-2021	24,532,813	6,839,962	5,297,674	830,776	411,974	4,044,312	67,880	42,025,391
% of Budget	58.4%	16.3%	12.6%	2.0%	1.0%	9.6%	0.2%	100.0%
BUDGET 2019-2020	23,954,237	6,398,149	5,738,158	843,376	338,020	3,852,636	67,775	41,192,351
% of Budget	58.2%	15.5%	13.9%	2.0%	0.8%	9.4%	0.2%	100.0%
AMEND. 1 2019-2020	24,114,512	6,761,140	5,380,520	829,915	533,800	3,779,791	67,880	41,467,558
% of Budget	58.2%	16.3%	13.0%	2.0%	1.3%	9.1%	0.2%	100.0%
								Change in Expenditures Amendment 1 to Budget
								557,833
								% Change in Expenditures Amendment 1 to Budget
								1.33%

\*Employee Benefits include Board Share of IMRF, FICA, Medicare, Teacher Retirement/Local, Teacher Retirement/Federal, Health/Life/Dental Insurance, and Worker's Compensation.





**2020-2021 BUDGET ENROLLMENT SUMMARY**  
Budget 2019-2020 to Budget 2020-2021

	Budget		Enrollment	
	2019-2020	2020-2021	Inc./Dec.	FY21 %
<b>Timber Ridge</b>				
Member	64.0	67.0	3.0	73%
Non-Member	27.0	25.0	-2.0	27%
	<u>91.0</u>	<u>92.0</u>	<u>1.0</u>	<u>100%</u>

	Budget		Enrollment	
	2019-2020	2020-2021	Inc./Dec.	FY21 %
<b>Miner School</b>				
Member	52.0	54.0	2.0	70%
Non-Member	22.0	23.0	1.0	30%
	<u>74.0</u>	<u>77.0</u>	<u>3.0</u>	<u>100%</u>

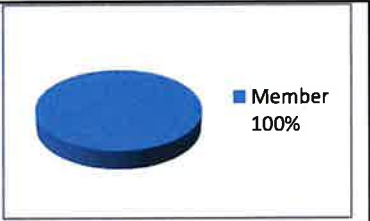
	Budget		Enrollment	
	2019-2020	2020-2021	Inc./Dec.	FY21 %
<b>Kirk School</b>				
Member	138.0	140.0	2.0	72%
Non-Member	58.0	55.0	-3.0	28%
	<u>196.0</u>	<u>195.0</u>	<u>-1.0</u>	<u>100%</u>

	Budget		Enrollment	
	2019-2020	2020-2021	Inc./Dec.	FY21 %
<b>D/HH-Elementary</b>				
Member	26.0	23.0	-3.0	100%
	<u>26.0</u>	<u>23.0</u>	<u>-3.0</u>	<u>100%</u>

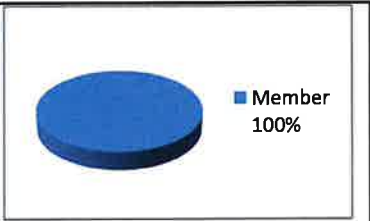


**2020-2021 BUDGET ENROLLMENT SUMMARY**  
Budget 2019-2020 to Budget 2020-2021

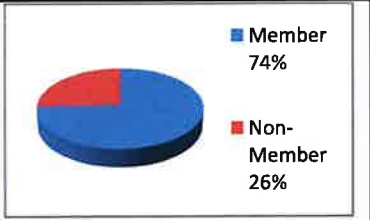
<b>D/HH-Middle</b>		Budget	Budget	Enrollment	
		<u>2019-2020</u>	<u>2020-2021</u>	<u>Inc./Dec.</u>	<u>FY21 %</u>
	Member	6.0	5.0	-1.0	100%
		<u>6.0</u>	<u>5.0</u>	<u>-1.0</u>	<u>100%</u>



<b>D/HH-High School</b>		Budget	Budget	Enrollment	
		<u>2019-2020</u>	<u>2020-2021</u>	<u>Inc./Dec.</u>	<u>FY21 %</u>
	Member	6.0	8.0	2.0	100%
		<u>6.0</u>	<u>8.0</u>	<u>2.0</u>	<u>100%</u>



<b>TOTAL</b>		Budget	Budget	Enrollment	
		<u>2019-2020</u>	<u>2020-2021</u>	<u>Inc./Dec.</u>	<u>FY21 %</u>
	Member	292.0	297.0	5.0	74%
	Non-Member	107.0	103.0	-4.0	26%
		<u>399.0</u>	<u>400.0</u>	<u>1.0</u>	<u>100%</u>





**2020-2021 BUDGET STAFFING SUMMARY**  
Amendment 1 2019-2020 to Budget 2020-2021

<b>PROGRAM:</b>	<b>BUDGET 2019-2020 STAFF</b>	<b>AMEND. 1 2019-2020 STAFF</b>	<b>BUDGET 2020-2021 STAFF</b>	<b>AMEND. 1 TO BUDGET INC./DEC.</b>
TIMBER RIDGE SCHOOL	54.2500	60.2500	56.4500	-3.8000
MINER SCHOOL	52.8000	54.4000	54.3000	-0.1000
KIRK SCHOOL	125.2500	126.6500	126.4500	-0.2000
RTMS PROGRAM	3.7500	3.2000	0.0000	-3.2000
D/HH PROGRAM	25.2500	25.2500	25.6000	0.3500
TUITION PROGRAMS	261.3000	269.7500	262.8000	-6.9500
1:1 DIRECT BILL STAFF	107.0000	120.0000	120.0000	0.0000
DIAG. & EDUC. SRVS. CENTER	24.5760	24.5760	24.4000	-0.1760
D/HH-DIAGNOSTICS	4.8500	4.9500	4.7000	-0.2500
D/HH-ITINERANT	9.6500	10.3500	10.0500	-0.3000
OUTDOOR EDUCATION	5.0000	5.0000	5.0000	0.0000
OUTDOOR ED.-RESTRICTED	1.0000	1.0000	1.0000	0.0000
VOC. ADJUSTMENT COUNSELOR	4.0000	4.0000	4.0000	0.0000
NSSEO ADMINISTRATION	12.5000	12.5000	12.5000	0.0000
TECHNICAL ASSIST TO DISTRICTS	3.6240	3.6240	3.0000	-0.6240
PROFESSIONAL DEVELOPMENT	3.7000	3.6500	2.7000	-0.9500
CENTRAL O&M	2.3813	2.8813	2.3813	-0.5000
TECHNOLOGY / CENTRAL	11.0000	11.0000	10.7000	-0.3000
TIMBER RIDGE O&M	2.0000	2.0000	2.0000	0.0000
KIRK O&M	4.0000	4.5000	5.0000	0.5000
KIRK CAFETERIA	3.5000	3.5000	3.5000	0.0000
TRANSPORTATION	1.4500	1.4500	1.4500	0.0000
TRANSPORTATION-IN HOUSE	3.0000	3.0000	3.0000	0.0000
OTHER PROGRAMS/SERVICES	96.2313	97.9813	95.3813	-2.6000
<b>TOTALS</b>	<b>464.5313</b>	<b>487.7313</b>	<b>478.1813</b>	<b>-9.5500</b>



## Programs and Services

NSSEO continues to redesign programs and services offered to meet the changing needs of its member districts in alignment with the NSSEO Continuous Improvement Plan that promotes continuous improvement. NSSEO's emphasis on improved student outcomes is reflective of a streamlined process that aligns programming, integrated growth measures, individualized interventions and ongoing program review. In collaborative partnership with our member districts, NSSEO provides a continuum of special education services and other supports allowing districts to capitalize on educational opportunity by utilizing economy of scale. NSSEO continues to provide progressive and visionary leadership in the field of education through advocacy at the state and federal level, family and community involvement, professional development and coaching leading to greater opportunity for students.

### NSSEO Programs and Services

#### Tuition Programs:

- Miner/Kirk Program
- Timber Ridge School
- The Deaf and Hard of Hearing Programs

#### Services:

- Administrative and Support Services
- Adapted Physical Education
- Assistive and Instructional Technology
- Autism
- Deaf and Hard of Hearing Evaluation Services (Including audiology evaluations)
- Deaf and Hard of Hearing Itinerant Services
- Evaluation and Coaching
- Occupational Therapy
- Outdoor Education
- Physical Therapy
- Professional Development and Coaching
- Speech Therapy
- Transportation Services
- Transition Services
- Vision Services



## Programs and Services - Continued

The 2020-2021 budget was developed in alignment with the NSSEO Continuous Improvement Plan reflective of student and member district needs.

### NSSEO Continuous Improvement Plan-

- Main Areas of Focus
  - Student Outcomes
  - Student Centered Learning Environment
  - Transition Planning
  - Collaborative Partnerships

### NSSEO FY21 Initiatives-

- Increase positive impact through innovative practices
- Increase linkages to age-appropriate peer opportunities
- Intensify focus on person-centered educational design for life planning
- Meaningful teaming, planning through professional learning communities
- Increase parent engagement at all levels, creating greater networking
- Expand PERC efforts to support parents at all levels
- Enhance strong school partnerships with all stakeholders
- Advance focus on transition, specifically employment, parental engagement and community partnerships aligned to students' life plans
- Focus on advancing instructional practices across NSSEO programs that addresses the complex academic, social-emotional and life needs of students EC-22.
- Support member districts in building capacity in behavior through coaching/PD
- Increase focus on social/emotional learning across programs
- Increase focus on mental health supports for students and families
- Maximize resources through expanded communication, planning, and partnerships



## NSSEO Funding Formulas

<b>NSSEO Tuition Based Programs</b>
<b>Programs:</b>
<b>Timber Ridge School</b>
<b>Miner/Kirk Program</b>
<b>D/HH Program</b>
-Based on a projected per student cost
<b>NSSEO Service/Other Programs</b>
<b>Programs:</b>
<b>DESC Services:</b>
<b>OT/PT services to District students</b>
<b>APE services to District students</b>
<b>Vision services to District students</b>
<b>Assistive Technology services to District students</b>
Based on the average salary, plus benefits, plus administrative add-on, plus travel, telephone, postage, photocopy, materials add-on.
<b>DESC Evaluations</b> - based on actual usage logs kept by DESC evaluation staff converted to a three tier system.
<b>D/HH-Diagnostics</b> - based on actual usage logs kept by evaluation staff converted to a four tier system.
<b>D/HH-Itinerant</b> - based on a per unit cost
<b>Outdoor Education</b> - based on % of projected usage in the education fund
<b>VAC</b> - costs are split between Districts 211 & 214
<b>NSSEO Administration</b> - no separate cost to member districts (6% in programs)
<b>Technical Assistance to Districts</b> - based on usage (FTE)
<b>Central O&amp;M</b> - based on % of projected usage in the education fund
<b>D/HH-Central Office</b> - no separate cost to member districts (6% in programs)
<b>Technology/Central</b> - based on % of projected usage in the education fund
<b>Technology/Programs</b> - based on % of projected usage in the education fund
<b>NSSEO Reserves</b>
<b>Unemployment Reserve</b> - No Assessment in 2020-2021 Based on 50% Historical Usage ('08, '13, '18), 25% AFR Revenue, 25% Usage % in Ed Fund
<b>Retirement Reserve</b> - No Assessment in 2020-2021 Based on 50% Historical Usage ('08, '13, '18), 25% AFR Revenue, 25% Usage % in Ed Fund
<b>Building Fund</b> Based on 1/3 Projected Usage in Buildings We Own, 1/3 AFR Revenue, 1/3 Equal Share

## Member District Tuition/Rate Increase or Decrease by Program

<b><u>2020-2021 NSSEO Tuition Based Programs</u></b> <b><u>Program</u></b>	<b><u>2019-2020</u></b> <b><u>BUDGET</u></b>		<b><u>2020-2021</u></b> <b><u>BUDGET</u></b>	<b><u>INC./DEC.</u></b> <b><u>%</u></b>
Timber Ridge School	39,208.88	per std	40,411.11	3.07%
Miner/Kirk Program	42,589.47	per std	44,124.72	3.60%
D/HH Program	44,228.87	per std	46,012.25	4.03%
<b><u>2020-2021 NSSEO Service/Other Programs</u></b>				
<b><u>Program</u></b> <b><u>DESC:</u></b>	<b><u>2019-2020</u></b> <b><u>BUDGET</u></b>		<b><u>2020-2021</u></b> <b><u>BUDGET</u></b>	<b><u>INC./DEC.</u></b> <b><u>%</u></b>
OT/PT services to District students	111,478	per FTE	114,235	2.47%
APE services to District students	76,013	per FTE	77,692	2.21%
Vision services to District students	88,232	per FTE	89,614	1.57%
Assistive Technology services to District students	84,032	per FTE	85,649	1.92%
D/HH-Itinerant Program	22.75	per unit	23.61	3.78%
Outdoor Education - based on % of usage in education fund	379,996	total	391,880	3.13%
VAC - costs are split between Districts 211 & 214	65,039	per dist	67,465	3.73%
NSSEO Administration - Offset by IDEA dollars/Admin Fee	0	total	0	0.00%
Technical Assistance to Districts	89,215	per FTE	91,625	2.70%
Professional Development - Offset by IDEA dollars	0	total	0	0.00%
Central O&M - based on % of usage in education fund	52,223	total	53,691	2.81%
D/HH-Central Office - Offset by Admin Fee	0	total	0	0.00%
Technology/Central - based on % of usage in education fund	681,714	total	704,851	3.39%
Technology/Programs - based on % of usage in education fund	79,953	total	81,987	2.54%
Building Fund	200,000	total	200,000	0.00%



## NSSEO Five-Year Facility Plan

The NSSEO Five-Year Facility Plan focuses on both short-term and long-term facility and program needs. The facility plan is developed through an examination of the current status and future initiatives of facilities, through an analysis of facility needs, program initiatives, and the use of work space.

Guiding Principles in the development of the NSSEO Five-Year Facility Plan include:

- Health, safety, and security
- Maintenance and upkeep of facilities
- Integration of program initiatives
- Optimal utilization of facilities
- Environmental Sustainability

The development process of the NSSEO Five-Year Facility Plan included:

- ▶ Examination of the current use of facilities in alignment with program needs and use by all stakeholders.
- ▶ Integration of facility planning with program redesign
- ▶ Collection of current data about the conditions of facilities in order to inform the need for repair, renovations, and new construction.
- ▶ Prioritization of larger, more costly systemic repairs/projects within financial limitations
- ▶ Consideration cost of energy improvements and sustainable construction whenever possible

The following Five-Year Facility Plan highlights the outcomes of the facility plan development process.

Within the NSSEO Five-Year Facility Plan framework, the District assesses and predicts both the need and timing for maintenance and repairs to facilities, facility redesign, and major renovations. Ongoing review of the Facility Plan provides for refinement and revisions as priorities dictate.

## NSSEO Building Fund Priority Schedule

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
<b>Timber Ridge</b>					
Crack Fill, Sealcoat, Restripe Parking Lot	1,600	25,000	1,500	7,000	7,000
Tuck pointing	5,000	5,000	5,000	5,000	5,000
General Painting	5,000	2,000	2,000	2,000	2,000
Concrete Replacement/Repair	2,000	2,000	2,000	2,000	2,000
Mulch for Playground/Rubberized Play Surface	114,000	2,000	2,000	2,000	2,000
Classroom Renovations (sinks)	20,000	15,000			
Staff Lounge Upgrades	15,000				
A/C-Multi Purpose Room		60,000			
Window Removal and Replacements				740,000	
Building Security System		60,000			
Nurse Fob	5,000				
<b>Administration Building</b>					
Crack Fill, Sealcoat, Restripe Parking Lot	0	1,500	10,000	10,000	10,000
Tuck pointing	4,000	4,000	4,000	4,000	4,000
General Painting	1,500	1,500	1,500	1,500	1,500
Concrete	2,000	2,000	2,000	2,000	2,000
Cooling Unit			140,000		
Window Removal and Replacements					640,000
Building Security System			32,000		
<b>Kirk School</b>					
General Painting/Drywall Repairs	10,000	3,000	3,000	3,000	3,000
Tuck Pointing	4,000	4,000	4,000	4,000	4,000
Crack Fill, Sealcoat, Restripe Parking Lot	4,000	60,000	2,000	2,000	2,000
Concrete Replacement/Repair	4,000	4,000	4,000	4,000	4,000
Building Security System		86,000			
Cooling Unit			150,000		
Door/Lock Replacements	50,000	50,000	50,000	50,000	50,000
Nurse Fob	10,000				

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
<b>Sunrise Outdoor Education Center</b>					
Asphalt Replacement/Repair	0	2,000	0	0	0
Concrete	4,000	4,000	4,000	4,000	4,000
Decking Replacement	3,500	3,500	3,500	3,500	3,500
Tree Care	2,100	2,100	2,100	2,100	2,100
Tractor	30,000				
Building Security System		21,000			
Replace Misc Doors-Maint Garage		5,000			
Replace Craft Lodge Windows	7,025				
<b>District Wide</b>					
10 Year Life Safety Survey	30,000				
Projects as Needed	30,000	30,000	30,000	30,000	30,000
Annual Depreciation on Vehicles	18,000	18,000	18,000	18,000	18,000
	<u>381,725</u>	<u>472,600</u>	<u>472,600</u>	<u>896,100</u>	<u>796,100</u>
<b>Kirk Track (Budgeted for FY20, comp. in FY21)</b>	140,000	0	0	0	0
<b>Total</b>	<b>521,725</b>	<b>472,600</b>	<b>472,600</b>	<b>896,100</b>	<b>796,100</b>
<b>Other Identified Needs</b>					
Gym/Elevator/Addition at Timber Ridge					
Replacement of Cooling Units					
Sunrise Entrance Gate					



## Reserves

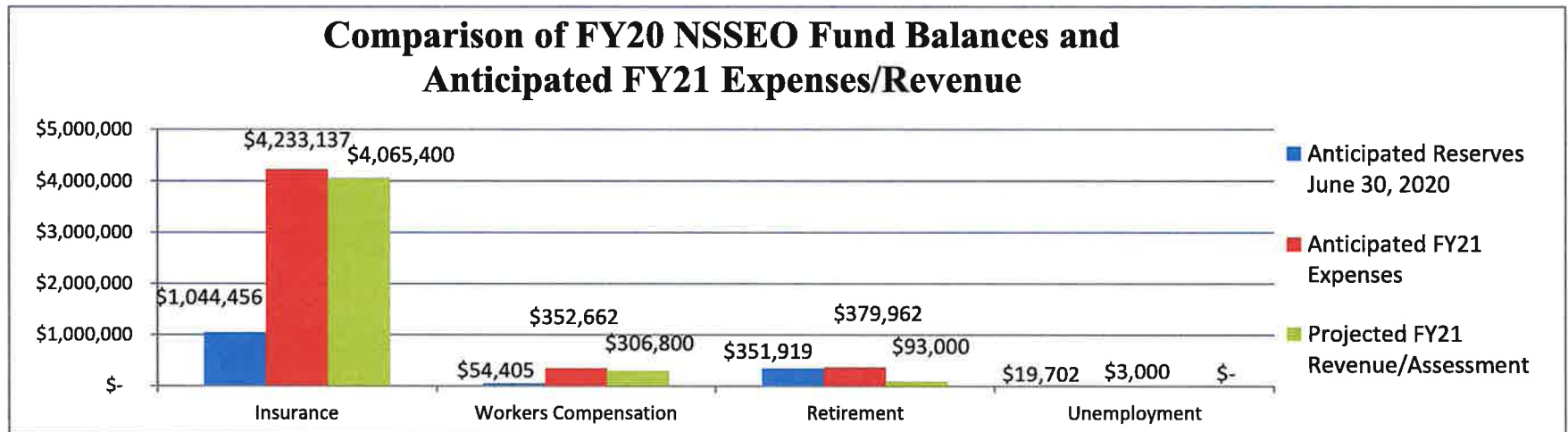
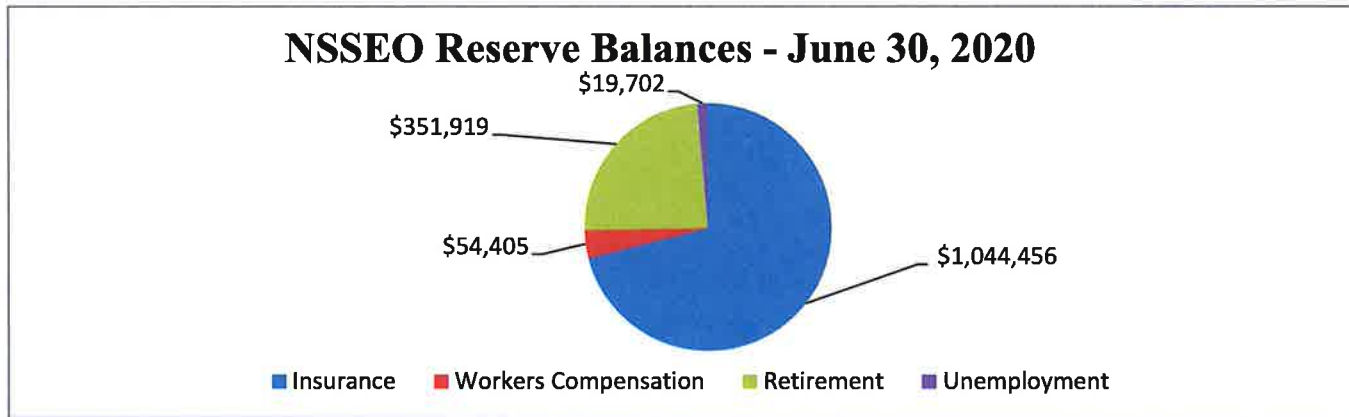
NSSEO currently maintains reserve balances in insurance, workers compensation, unemployment, and retirement accounts. The insurance and workers compensation reserve balances are the result of being previously self-funded through 2008. NSSEO reserves were established through assessments to both member and non-member districts for the purpose of collecting sufficient funds to cover anticipated expenses. NSSEO reserve fund balances are the result of careful budgeting, conservative spending, and actual expenses under budgeted amounts.

NSSEO has continually focused on spending down reserves to offset costs in the NSSEO budget. This fiscally responsible budget planning approach has resulted in conservative tuition increases and associated assessments (unemployment & retirement).



## Summary of NSSEO Reserves

	<u>Anticipated Reserves</u>	<u>Anticipated FY21</u>		<u>Projected FY21</u>	<u>Anticipated Reserves</u>
	<u>June 30, 2020</u>	<u>Expenses</u>		<u>Revenue/Assessment</u>	<u>June 30, 2021</u>
Insurance	\$ 1,044,456	\$ 4,233,137	\$ 4,065,400	\$ 876,719	
Workers Compensation	\$ 54,405	\$ 352,662	\$ 306,800	\$ 8,543	
Retirement	\$ 351,919	\$ 379,962	\$ 93,000	\$ 64,957	
Unemployment	\$ 19,702	\$ 3,000	\$ -	\$ 16,702	
	<b>\$ 1,470,482</b>	<b>\$ 4,968,761</b>	<b>\$ 4,465,200</b>	<b>\$ 966,921</b>	





**District #57 NSSEO 2020-2021 Budget**

<b>Program</b>	<b>Projected Usage</b>	<b>Cost per Student or Service</b>	<b>District #57 Total</b>
<b><u>Tuition Programs:</u></b>			
Timber Ridge School	2 students	40,411.11	80,822
Miner School	1 student	44,124.72	44,125
D/HH-Elementary	0 students	46,012.25	0
D/HH-Middle	1 Student	46,012.25	46,012
<b><u>Service/Other Programs:</u></b>			
DESC-Assistive Technology	.30 FTE	85,649.00	25,695
DESC-Vision Services	.10 FTE	89,614.00	8,961
D/HH-Itinerant	368 Units	23.61	8,686
Outdoor Education			6,392
Technical Asst to Dists-Coaches	.70 FTE	91,625.23	64,138
Central O&M			876
Technology/Central			11,497
Technology/Programs			1,337
<b><u>Direct Bill Staff:</u></b>			
None		0	
Total Direct Bill Staff			0
<b><u>Education Fund Reserves:</u></b>			
Unemployment Comp.			0
Retirement Reserve			0
<b>Education Fund Totals</b>			<b>298,541</b>
<b>Building Fund</b>			<b>10,698</b>
<b>TOTAL DISTRICT #57</b>			<b>309,239</b>
<b><u>Additional District Costs:</u></b>			<b>Estimated</b>
<b>**DESC-Evaluations:</b>			<b>0</b>
Billing based on actual usage. Approx. \$1,200/level 1 evaluation.			
			<b>Estimated</b>
<b>**DESC-Contracted Evaluations</b>			<b>636</b>
			<b>Estimated</b>
<b>**D/HH-Diagnostics:</b>			<b>6,150</b>
Billing based on actual usage. Approx. \$550/level 1 evaluation. Screenings in district \$400/day.			
Please note- Evaluations include tests, observations, travel, IEP meetings, interviews, consultation with staff, comprehensive report, etc.			

Updated 3/10/2020  
e/cw/Sched2021/D57Costs

<b>COMPARISON DISTRICT PAYMENTS</b>	<b>DIST. 57 2019-2020 BUDGET</b>	<b>DIST. 57 2019-2020 AMEND. 1</b>	<b>DIST. 57 2020-2021 BUDGET</b>	<b>FY21 DIFF.~ STDS</b>	<b>DIST. 57 AMEND. 1 VS FY21</b>	<b>CHANGE IN STUDENTS OR SERVICES FROM AMENDMENT 1</b>
<b><u>TUITION PROGRAMS:</u></b>						
Timber Ridge School	156,835	143,151	80,822	2.0	-62,329	-1.7 students
Miner School	0	42,588	44,124	1.0	1,536	0.0 students
<b><u>RTMS Program</u></b>						
Kirk School						
D/HH-Elementary	44,229	44,229	0		-44,229	-1.0 students
D/HH-Middle	0	0	46,012	1.0	46,012	1.0 students
D/HH-High School						
<b>Subtotal Tuition</b>	<b>201,064</b>	<b>229,968</b>	<b>170,958</b>	<b>4.0</b>	<b>-59,010</b>	<b>-1.7 students</b>
<b><u>SERVICE/OTHER:</u></b>						
DESC-Educational Svcs	34,033	34,033	34,657		624	No Change
D/HH-Itinerant	9,122	9,282	8,686		-596	-40.0 Units
Outdoor Education	7,259	7,259	6,392		-867	
V.A.C.	0	0	0		0	
NSSEO Admin.	0	0	0		0	
Tech Asst to Districts	62,450	62,450	64,138		1,688	No Change
Central O&M	998	998	876		-122	
D/HH-Central Office	0	0	0		0	
Technology/Central	13,023	13,023	11,497		-1,526	
Technology/Programs	1,527	1,527	1,337		-190	
<b>Subtotal Srv/Other</b>	<b>128,412</b>	<b>128,572</b>	<b>127,583</b>		<b>-989</b>	
<b><u>DIRECT BILL STAFF/SRVS:</u></b>						
Direct Bill Staff/Services	0	0	0		0	
<b><u>ED FUND RESERVES:</u></b>						
U/C Reserve	0	0	0		0	
Retirement Reserve	0	0	0		0	
<b>Subtotal Ed Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	
<b>TOTAL: EDUCATION FUND</b>	<b>329,476</b>	<b>358,540</b>	<b>298,541</b>		<b>-59,999</b>	
<b>TOTAL: BUILDING FUND</b>	<b>11,410</b>	<b>11,410</b>	<b>10,698</b>		<b>-712</b>	
<b>TOTAL</b>	<b>340,886</b>	<b>369,950</b>	<b>309,239</b>		<b>-60,711</b>	

**ADDITIONAL DIST. COSTS:**

DESC-Diag Eval Svcs  
D/HH-Diagnostics  
Extended School Year  
Transportation



## NSSEO ENROLLMENT 2020-2021 BUDGET

<b>District 57</b>				
Program	Budget 2019-2020	Amend. 1 2019-2020	Budget 2020-2021	Diff Amend. 1 to 2020- 2021
Timber Ridge School	4.0	3.7	2.0	-1.7
Miner School	0.0	1.0	1.0	0.0
Kirk School	0.0	0.0	0.0	0.0
D/HH-Elementary	1.0	1.0	0.0	-1.0
D/HH-Middle	0.0	0.0	1.0	1.0
<b>Total</b>	<b>5.0</b>	<b>5.7</b>	<b>4.0</b>	<b>-1.7</b>