



MOUNT PROSPECT SCHOOL DISTRICT 57 BOARD OF EDUCATION

Administration Building
701 W. Gregory Street, Mount Prospect, IL 60056

AGENDA – REGULAR MEETING

July 21, 2022, 7:00 PM

Fairview School

300 N. Fairview Avenue

Call to Order and Roll Call

Pledge of Allegiance

Communications

1. NSSEO Report
2. Education Foundation
3. PTO Reports
4. Board President Report

Community Comments

Staff Reports

1. Update of Summer Facilities Projects
2. Report the 2022 – 2023 Tentative Budget
3. Superintendent's Report
 - a. Fall 2022 Back to School Update
 - i. Staffing Plan Update
 - ii. Enrollment Update
 - iii. COVID Update
 - b. Strategic Planning Report
 - c. FOIA Report

Consent Agenda

1. Minutes of the following Board of Education Meeting
 - Regular Business Meeting June 23, 2022 – Open Session
2. Personnel Transactions
 - Approve the employment of one administrative individual
 - Approve the employment of ten certified individuals
 - Accept the resignation of three certified individuals
 - Approve the employment of four ESP individuals
 - Approve the release of one ESP employee
 - Accept the resignation of one ESP employee
 - Approve the contract amendment for the Superintendent
3. Financial Reports – June 2022
4. Accounts Payable Bills
5. Approve Donations Report
6. Approve Tuition Reimbursement
7. Approve Review of the Closed Session Minutes for the Period of July 2020 through December 2022 and Destruction of Closed Session Audio Tapes prior to June 2022.

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. Mary Gorr at (847) 394-7300.

Unfinished Business

1. Approve PRESS Policies Issue 109

Policy Number	Title
● 2:230	Public Participation at School Board Meetings and Petitions to the Board
● 3:70	Succession of Authority
● 4:10	Fiscal and Business Management
● 4:70	Resource Conservation
● 5:40	Communicable and Chronic Infectious Disease
● 5:70	Religious Holidays
● 5:80	Court Duty
● 5:110	Recognition for Service
● 5:140	Solicitations By or From Staff
● 5:240	Suspension
● 6:70	Teaching About Religions
● 6:80	Teaching About Controversial Issue
● 6:140	Education of Homeless Children
● 6:290	Homework
● 6:330	Achievement and Awards
● 7:15	Student and Family Privacy Rights
● 7:285	Anaphylaxis Prevention, Response, and Food Allergy Management Program

Community Comments

New Business

Closed Session

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Adjournment

Mount Prospect School District 57
Office of the Assistant Superintendent for Finance and Operations

TO: Dr. Mary Gorr, Superintendent

FROM: Jason Kaiz, Assistant Superintendent for Finance and Operations/CSBO

DATE: July 21, 2022

RE: Fiscal Year 2023 Budget Assumptions
Policy 4:10 Fiscal and Business Management

EXECUTIVE SUMMARY:

Annually, the Board of Education is required by Illinois School Code to approve a budget for the fiscal year. In order to prepare a budget, assumptions are developed in an effort to create a financial plan to operate within. The Board is provided with key assumptions to be implemented into the financial projections and used throughout the budgeting process (the tentative and official budget).

BACKGROUND AND RATIONALE:

Listed below are guidelines and key assumptions for the fiscal year 2023 budget process. It should be noted that changes are certain to occur prior to the official budget as the administration attempts to deliver a budget plan based on the most current information. Significant changes to the budget assumptions and any future key factors will be highlighted prior to the Board's approval of the tentative budget on August 18, 2022, and the official budget on September 22, 2022.

Revenues

From a revenue perspective, the following items are of significant impact. Some of these items, such as property tax refunds, interest rates, and the level of federal and state aid, are less predictable and can vary throughout the budget process.

LOCAL SOURCES

- The Consumer Price Index (CPI) that corresponds to the fiscal year 2023 tax receipts is 1.4 percent. In addition, Cook County will extend on the district's behalf for its Debt Services Fund. For the District's two bonds, there will be obligations of \$757,496.
- Cook County charges districts with prior year(s) tax refunds/objections/adjustments and will reflect these reductions. The tax collection rate is budgeted at approximately 99 percent.
- Corporate Personal Property Replacement Taxes (CPPRT) is a state-imposed tax on a district's local corporations, partnerships, and other business entities to replace taxes lost by local governments and has a direct correlation to the strength of the local economy. In FY 22, the estimate was \$512,000. However, the district received over \$1,400,000. For FY 23, the budget has been increased to \$712,000.
- Interest earnings for fiscal year 2022 were budgeted at \$170,000. The amount realized was less than \$40,000. With rates continuing to be low, the interest will be budgeted at \$40,600 for the upcoming year.
- Other local revenues such as daycare fees, curriculum fees, and transportation fees realized in fee payments are estimated based on the prior year's collections, with the understanding that projections may need to be revised throughout the budget process.

STATE SOURCES

- Since implementation, the Evidence-Based Funding formula payments have come in steadily and on target. The formula allows that line item to increase slightly. In addition, the State has promised school districts will receive their full funding. State sources are listed below:

Source	Grant/Reimbursement	FY22 Official Budget	FY23 Budget Assumptions
State	Evidence-Based Funding (Formally General State Aid)	\$2,000,000	\$2,000,000
State	Bilingual Ed - TPI & TBE	\$15,000	awaiting budget from state
State	Sp Ed - Private Facility Tuition	\$25,000	\$50,000
State	Sp Ed - Children Requiring Sp Ed Svcs	*	*
State	Sp Ed - Personnel	*	*
State	Sp Ed - Summer School	*	*
State	Free Lunch	\$400	\$400
State	School Library	\$1,978	\$2,000
State	Transportation - Regular & Sp Ed	\$43,500	\$23,500
State	State Total	\$2,085,878	\$2,075,900

* rolled into EBF

FEDERAL SOURCES

- The following represents an estimate of federal funding for fiscal year 2023:

Source		FY 22 Official Budget	FY 23 Budget Assumptions
Federal	Title I - Low Income	\$114,496	\$73,914
Federal	Title II - Teacher Quality	\$43,540	\$38,927
Federal	Title III - LIPLEPS	\$19,316	awaiting budget from federal
Federal	SP Ed - IDEA	\$580,716	\$538,037
Federal	SP Ed - Preschool Grant	\$19,158	\$19,921
Federal	Medicaid - (Admin & Fee-for-Service)	\$70,000	\$70,000
	Federal Total	\$828,068	\$720,878

- The Individuals with Disabilities Education Act (IDEA) is a law ensuring services to children with disabilities throughout the nation. The District works with NSSEO to provide many of the services. Approximately \$538,037 for IDEA funding is to be realized by the District as a federal revenue source for fiscal year 2023 and an additional \$19,921 for a preschool sub-grant.
- As federal law mandates, school systems must pay for services provided for all eligible disabled students. Districts are eligible to recover some of these educational costs (including indirect and administrative) through the federal Medicaid reimbursement program. Reimbursement amounts vary year to year due to the number of eligible students and the federal funding formulas as approved by legislators. Through third-party administrators, the district is estimating reimbursements of \$70,000 for fiscal year 2023.
- Title I provides the programs and resources for disadvantaged students to meet state academic achievement standards. The fiscal year 2023 assumptions are that the district will realize \$73,914 for Title I funding.
- Title II provides resources for hiring, retaining, recruiting, and training highly qualified teachers. At this time, fiscal year 2023 assumes federal funding at \$38,927.
- In conjunction with state TBE and TPI grants, Title III is to provide supplemental financial assistance to help districts meet the extra cost of developing and carrying out high-quality programs for ELLs and immigrant children in accordance with state and federal requirements. The district is anticipating funds through this grant but has not received budget numbers to date.

Expenditures

The following are items that have a more significant impact on the fiscal year 2022 expenditure budget:

- A school district budget is largely driven by personnel and benefits costs. The Board approved a preliminary staffing plan at its March 17, 2022 meeting. The final budget will reflect all known adjustments to the staffing plan and related benefits as the 2022-2023 school year begins.
- Base salary increases of 5% for the bargained certified teaching staff (MPEA) are based on the contractual agreement. Reasonable assumptions as to possible lane changes on the salary schedule are estimated at \$42,000 plus benefits. Salaries for bargained educational support staff (MPESPA) are 2.5%.
- Costs for substitutes for teachers, instructional assistants, and nurses' absences (e.g., sick, personal, jury duty, etc.) are currently assumed at \$215,000 for the 2022-2023 school year.
- Budgets to account for substitutes' wages while teachers (regular and special education programs) are absent from the classroom to capitalize on learning opportunities during contractual hours, are budgeted at \$30,000.
- NSSEO receives payments from the district for the tuition of students that are placed into programs offered by the cooperative. In addition, the District utilizes additional NSSEO services and is subject to cooperative costs. Based on the most current information for the 2022-2023 school year, total costs to NSSEO are estimated at \$244,000. Because of changing needs of students and the chance of new students moving into the district, there is a reasonable possibility that tuition may exceed the proposed budget by year-end, as contingencies have not been budgeted.
- Overall, the O&M Fund budget is estimated to decrease by approximately 7%. Expenditures to cover service agreements include, but are not limited to, landscaping, snow plowing, HVAC (heating, ventilation, and air conditioning), architectural services, and sewer/water services. Additional expenditures in the O&M Fund include, but are not limited to, summer projects such as refinishing all district wood gym floors, parking lot preventative maintenance, tree trimming, and life safety reviews. The decrease is mainly realized through the reduction of custodians in the district as well as reducing the budget of PPE. Supply expenditures include, but are not limited to, electricity, natural gas, and custodial supplies.

- The District is currently revising the five-year facility plan intended to be a comprehensive, interactive planning process. The plan is annually updated to assist the administration in future planning of facilities, budgeting, and educational services. The cost of construction projects to the Capital Projects Fund is estimated to be \$2.0 million.
- The District's costs for its various insurance programs for fiscal year 2022 are assumed based on the following comparison to fiscal year 2021 budgets:
 - Medical insurance – 7.5% increase for PPO plan and 8.7% increase for its HMO plans
 - Dental insurance – 3.7% increase for PPO plan and no change for its HMO plan
 - Life insurance – no change
 - Workers' compensation insurance – 2% increase
 - Property and liability insurance – 20% increase (includes a large increase in cyber security)
- As part of the District's strategic plan, technology will continue to support the expansion of the online curriculum, increasing operational efficiencies, improving safety and security and online testing requirements. In addition to operational expenses, notable financial commitments during fiscal year 2023 include:
 - Wireless Upgrade
 - Westbrook Intercom
 - Classroom projector replacement
 - Fairview projector in gym
- As a result of the contract bid won by First Student, transportation costs will rise 3% to \$843,966.034 for the third year of the three-year contract.

Other

The following pending items will have an impact on the fiscal year 2023 budget:

- Expenditures from the Capital Projects Fund for Board-approved capital improvement projects can be funded from the Operations and Maintenance and Education Fund. In accordance with ISBE Administrative Code, major capital projects are to be paid from the Capital Projects Fund and a permanent transfer has customarily been made to the Capital Projects Fund to account for such district transactions.

Summary

The FY23 draft budget includes the following:


- Total revenue: \$33,190,886 (decrease of 0.4% from the FY22 budget)
- Total expenditures: \$32,963,257 (decrease of 1.8% from the FY22 budget)

RECOMMENDED BOARD ACTION:

That the Board of Education discuss the fiscal year 2023 budget assumptions to be used and updated throughout the budgeting process.



Staff Report 2

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FY23 Tentative Budget Presentation

July 21, 2022

Budget Process

- Per Board Policy 4:10, Fiscal and Business Management
- Represent a financial roadmap for the district's goals and objectives
- Allow for adjustment and flexibility

Vocabulary:

- **Unaudited:** money that has not officially been examined by auditors.
- **Revenue:** income received
- **Expenditures:** money spent



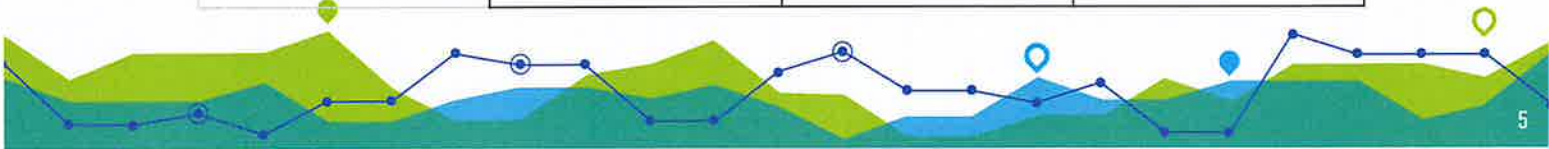
Budget Roadmap





FY 22 Revenue

Revenue	FY22	FY22	FY22
Fund	Budget	Unaudited Actuals	Difference (+/-)
10 - Education	\$26,088,179	\$25,953,732	\$134,447
20 - O & M	\$4,344,034	\$5,323,946	(\$979,912)
30 - Debt Services	\$758,917	\$824,717	(\$65,800)
40 - Transportation	\$801,694	\$756,855	\$44,839
50/51 - IMRF/FICA	\$942,170	\$686,213	\$255,957
60 - Capital Projects	\$0.00	\$0.00	\$0.00
70 - Working Cash	\$374,903	\$356,518	\$18,385
Totals	\$33,309,897	\$33,901,981	(\$592,084)



FY 22 Revenue

	OFFICIAL	UNAUDITED
	FY22	FY22
DESCRIPTION	OFFICIAL FY 22 BUDGET	UNAUDITED FY22 REVENUES
Local Subtotal	\$ 29,218,812	\$ 30,472,004
State Subtotal	\$ 2,085,878	\$ 2,427,171
Federal Subtotal	\$ 2,005,207	\$ 1,002,807
TOTALS	\$ 33,309,897	\$ 33,901,982

Local Notes:

- Less interest received on investments
- More property taxes received than anticipated
- Additional CPPR tax received
- Large reduction in anticipated lunch revenue due to state free lunch program (one year only)

State Notes:

- Free lunch revenue reimbursed from state (one year only)

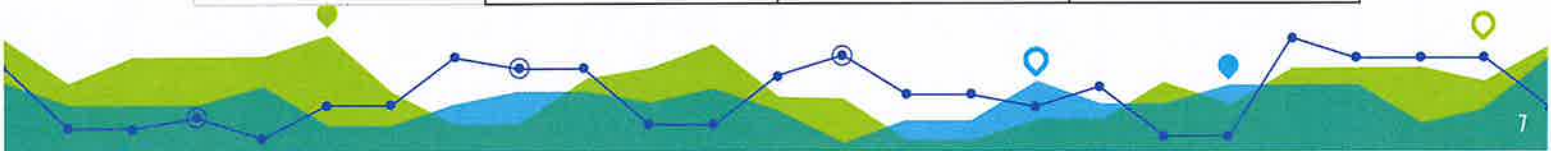
Federal Notes:

- 22% of ESSER 2 and ESSER 3 funds realized during FY22 (multi-year grant)



FY 22 Expenditure

Expenditures	FY22	FY22	FY22
Fund	Budget	Unaudited Actuals	Difference (+/-)
10 - Education	\$25,741,479	\$25,552,607	\$188,872
20 - O & M	\$2,371,825	\$2,155,618	\$216,207
30 - Debt Services	\$789,600	\$769,505	\$20,095
40 - Transportation	\$757,800	\$750,679	\$7,121
50/51 - IMRF/FICA	\$895,439	\$842,842	\$52,597
60 - Capital Projects	\$3,000,000	\$1,985,882	\$1,014,118
70 - Working Cash	\$0	\$0	\$0
Totals	\$33,556,143	\$32,056,271	\$1,499,872



FY 22 Expenditures

Notes:

- Unfilled positions for assistants (100)
- Additional staff taking insurance (200)
- Purchased Services includes large increase for free lunch (reimbursed in revenue) (300)
- Budgeted Esser Supplies not fully spent yet (400)
- Construction came in about \$1M under budget (500)
- Additional special education tuition (600)

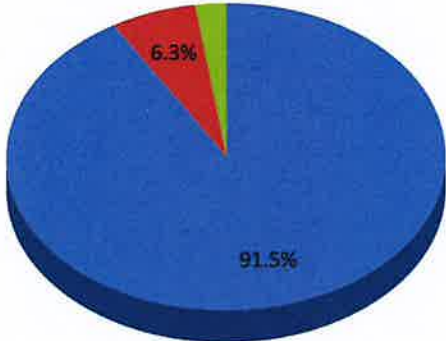
		OFFICIAL	UNAUDITED
		FY22	FY22
OBJECT	DESCRIPTION	OFFICIAL FY22 BUDGET	UNAUDITED FY22 EXPENDITURES
100	Salaries	\$ 18,976,642	\$18,440,074
200	Employee Benefits	\$ 4,964,330	\$ 5,271,427
300	Purchased Services	\$ 2,851,185	\$ 3,293,268
400	Supplies & Materials	\$ 1,785,942	\$ 1,024,593
500	Capital Outlay	\$ 3,055,100	\$ 2,011,444
600	Other Objects	\$ 1,244,194	\$ 1,474,364
700	Non-Capitalized Equipment	\$ 678,100	\$ 540,681
800	Termination Benefits	\$ 650	\$ 420
TOTALS		\$ 33,556,143	\$ 32,056,271

A decorative graphic at the top of the page features a blue line graph with several data points. Some points are highlighted with circles. The background of the graphic consists of layered green and yellow areas, resembling a stylized landscape or data visualization. The text 'FY 23 Budget Review' is centered in white on a dark teal background below the graphic.

FY 23 Budget Review

FY 23 Revenue Budget

Revenue Assumptions by Source



● Local Source ● State Source ● Federal Source



FY 22 Revenue

	OFFICIAL	UNAUDITED	TENTATIVE
	FY22	FY22	FY23
DESCRIPTION	OFFICIAL FY 22 BUDGET	UNAUDITED FY22 REVENUES	TENTATIVE FY23 BUDGET
Local Subtotal	\$ 29,218,812	\$ 30,472,004	\$ 30,354,187
State Subtotal	\$ 2,085,878	\$ 2,427,171	\$ 2,075,900
Federal Subtotal	\$ 2,005,207	\$ 1,002,807	\$ 760,799
TOTALS	\$ 33,309,897	\$ 33,901,982	\$ 33,190,886

Local Notes:

- Property tax increase based on January, 2021 CPI (1.4%)
- Increase CPPR tax based on prior year

State Notes:

- Expected to not increase

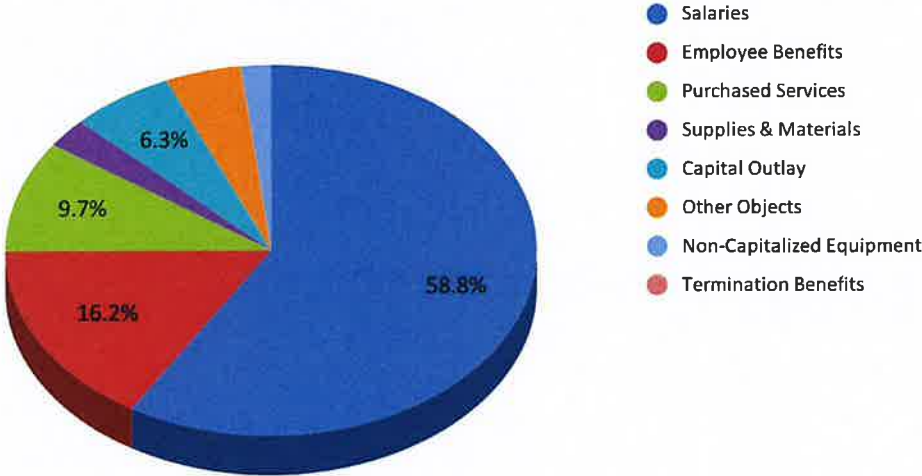
Federal Notes:

- Reduction of Esser funds in budget



FY 23 Expenditure Budget

Expenditures by Object

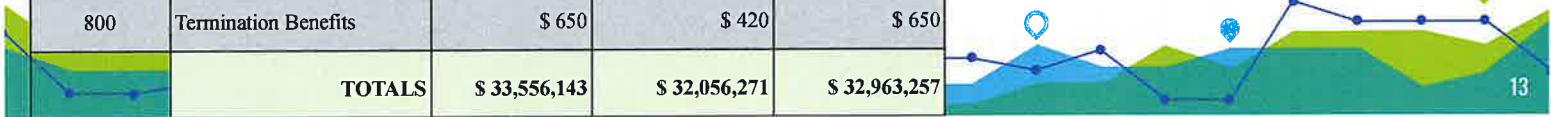


FY 22 Expenditures

		OFFICIAL	UNAUDITED	TENTATIVE
		FY22	FY22	FY23
OBJECT	DESCRIPTION	OFFICIAL FY22 BUDGET	UNAUDITED FY22 EXPENDITURES	TENTATIVE FY23 BUDGET
100	Salaries	\$ 18,976,642	\$18,440,074	\$ 19,393,957
200	Employee Benefits	\$ 4,964,330	\$ 5,271,427	\$ 5,326,756
300	Purchased Services	\$ 2,851,185	\$ 3,293,268	\$ 3,202,758
400	Supplies & Materials	\$ 1,785,942	\$ 1,024,593	\$ 846,706
500	Capital Outlay	\$ 3,055,100	\$ 2,011,444	\$ 2,065,000
600	Other Objects	\$ 1,244,194	\$ 1,474,364	\$ 1,522,430
700	Non-Capitalized Equipment	\$ 678,100	\$ 540,681	\$ 605,000
800	Termination Benefits	\$ 650	\$ 420	\$ 650
TOTALS		\$ 33,556,143	\$ 32,056,271	\$ 32,963,257

Notes:

- Salary increase per contracts (2.5% MPESPA and 5% MPEA)
- Benefit increase of 7.5-8.7%
- Decrease in construction budget from \$3M to \$2M
- Reduction in supplies through ESSER funds not being budgeted



Anticipated Expenditures for 2022-2023 Year

- Westbrook Intercom
- Fairview gym projector
- Updating wireless
- Classroom projector replacement
- SEL curriculum purchase
- Strategic plan development





Cook County Fall Taxes

Timing of Cook County property taxes (2nd installment)

- Cook County Board President Toni Preckwinkle announced last week that property tax bills will be due before the end of the year. She did not announce a definitive date for when the bills will be sent, but was confident that the County would be able to collect and distribute property taxes by the end of the year.
- Typically, second installment is due August 1.
- Second installment represents at least 45% of annual tax levy extension.
- Please note: There may also be delays in future billing cycles. Legislation may be introduced to delay the 1st installment of levy year 2022 property taxes (payable in calendar year 2023), which is normally due March 1.

Questions?





Mount Prospect School District 57

Mount Prospect School District 57
Human Resources

To: Dr. Mary Gorr

From: Karen Schwartzwald, Director of Human Resources

Date: July 21, 2022

Re: July Staffing Update

Executive Summary:

Over the summer, district administration has recommended the hiring of the following staff members:

- 2nd Grade Teacher
- 3rd Grade Teacher
- 4th Grade Teacher
- Special Education Teachers (2)
- Psychologist
- Social Workers (2)
- Speech-Language Pathologists (3)
- Spanish teacher (.67 FTE)
- Assistant Principal (1)
- Assistants (5)

Pending board approval of the recommended appointments at tonight's board of education meeting, the following are the outstanding vacancies in the district:

Licensed Staff:

- Bilingual Interventionist (Spanish Preferred)
- Math Teacher
- Science Teacher
- English Language Arts Teacher
- Art teacher

Currently, 97.5% of licensed staff are hired for the 22-23 school year.

Educational Support Personnel:

- Health Clerk

- Clerical Assistant
- SOAR Instructional Assistant
- Math Support Instructional Assistant
- Literacy Support Instructional Assistant
- Library Assistant (.5)
- Kids' Corner Assistant

Over 96% of overall staff are hired for the 22-23 school year.

Recommendation:

This is an informational item. No recommendations at this time.



Staff Report 3b

Strategic Planning update

July 21, 2022



Background

- Spring 2022-Administration and Board discussion on the need for updating the D57 Strategic Plan
- July 2022-Overview of proposals and administration's recommendation to Board of Education



Why is a Strategic Plan Important?

- Sets strategic priorities for D57 Board of Education and Administration to accomplish with stakeholders
- Foundation of continuous improvement
- Provides the big picture for where we are headed and how we will measure success



Exploring Professional Partnerships for this Work

- Multiple consultant firms were considered and provided proposals
- Reference checks and research on work products
- Consideration of cost, approach, proposed timelines, and fit



Recommendation

Weselak & Associates

- Strong reputation and references from multiple school district clients
- Uses a multi-phase approach that includes stakeholder participation to ensure collaboration and ownership
- Customizes facilitation plan based on unique needs of the district
- Most competitive quote



How would this work impact the current equity audit?

-Equity Audit will occur throughout the 2022-2023 school year, with most interactive portion for D57 Stakeholders to occur this fall.

-Begin strategic planning process in January 2023 with the goal of having a completed plan ready to implement by August 2023.



Questions?



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

Vice President Kimberly Fay called the Regular Business Meeting of the Board of Education on June 23, 2022, held at Lions Park School, to order at 7:01 p.m. Board members present were Vicki Chung, Jennifer Kobus, Corrin Bennett-Kill, Jennifer Ciok, and Chris Lettow. Absent: Eileen Kowalczyk.

Pledge of Allegiance

Student Recognition

Vice President Fay thanked the coaches of the Special Olympics team and welcomed two District 57 students in the audience to come forward to receive a certificate. The coaches are Katianne Olson, Tim Benka, Sara Cilia, and Carol Bemben. The next recognition is for the Lincoln State Qualifiers for Track and Field. Coaches Steve Shaffer and Kelly Bailey came before the Board to recognize the elite Lincoln athletes. Each team member received a certificate, and Coach Shaffer detailed each student's accomplishments.

New Business

1. Approve MPEA Contractual Bargaining Agreement 7-1-2022-6-30-2027

Vice President Fay entertained a motion to approve the MPEA Bargaining Agreement for 7/1/22 - 6/30/27. Member Ciok moved, seconded by Member Chung. Roll call vote resulted as follows

Yes: Bennett-Kill, Chung, Ciok, Fay, Kobus, Lettow
Absent: Kowalczyk
No: None Motion carried.

Communications

Board of Education

- **NSSEO:** Member Lettow shared he attended the last meeting at Timber Ridge School. The NSSEO Board recognized seven retirees with a reception, and these staff members were also honored as Shining Stars. The NSSEO Budget was officially approved. The July meeting will be canceled.
- **Education Foundation:** No report at this time.
- **PTO Reports:** No reports at this time.
- **Board President Report:**
 - Recognition of Jenny Quinn
Vice President Fay recognized Jenny Quinn, our District 57 Communications Consultant for her contribution to District 57 for the last 12 years. Superintendent Gorr presented her with flowers and she spoke graciously of her time working with past and present administrators.
 - Community Engagement
Vice President Fay reminded the Board and public of the events in our community with District 57. First, on the 4th of July parade, staff will join the Board and Superintendent Gorr on the District 57 float starting at 1 pm. Also, on July 22 and 23, the Board will have a booth at the Mt. Prospect Block Party, shared with District 59 to engage with our District families.

Community Comments

Vice President Fay said there were two times on the agenda for community comments. Each time the Board would listen for up to 60 minutes and asked people to limit their time speaking to three minutes.

- An audience member addressed the Board regarding Illinois Education Curriculum and asked if opt-out forms could be added to the website if our District will implement it.

Staff Reports

❖ Superintendent Report

- Summer Construction Update

Superintendent Gorr asked Jason Kaiz, Assistant Superintendent for Finance and Operations, to give an overview of the current work in the district. Mr. Kaiz shared that the work is going very well. Some improvements include flooring, carpeting near doors, painting, hand dryers at Fairview and Lions Park, and a chiller at Fairview amongst other small items at each school.

- Revised 22/23 Calendar

Superintendent Gorr explained that with the MPEA contract approval, the 22/23 calendar would be amended. There is now a non-attendance day for students on November 1 for parent-teacher conferences. Also, teachers will have additional time for parents in February with teacher check-ins.

- Spring Student Achievement Data

Assistant Superintendent for Teaching and Learning, Dr. Kristin Vonder Haar shared a presentation with the Board on the Spring Student Achievement Data. Overall, student progress is nearing our pre-pandemic achievement data, and Dr. Vonder Haar explained that it will be closely monitored for growth trends to inform instruction and interventions as needed. Dr. Vonder Haar explained that our District has Summer School, Summer Bridge, and Bi-Lingual Services.

- Prevention of and Response to Bullying, Intimidation, and Harassment

A presentation was shared in the Board packet for review.

- Equity Audit Update

Superintendent Gorr presented to the Board to share the focus and expected outcomes of the Audit. The equity audit process engages the collection and analysis of comprehensive quantitative data with critical qualitative information. The District Equity Leadership Team had its first meeting and completed Stage one of a five-stage process. The equity audit aims to identify areas of strength and needed improvement with particular attention to marginalized groups. This fall, district parents, students, and staff will have the opportunity to participate in focus groups and give feedback through a survey. Students in grades 4-8 will also be surveyed. More information will come in the months ahead from the building principals and Superintendent Gorr.

- Freedom of Information Act

There was one FOIA to report. Superintendent Gorr shared the following information:

- On May 19, 2022, a request was made from Vito LiRosi requesting information on Covid funding and ESSER funds.

A response was sent on March 26, 2022.

Consent Agenda

Vice President Fay entertained a motion to approve the Consent Agenda. Member Kobus reviewed the bills and said everything was in order. Member Kobus moved, seconded by Member Lettow, to approve the items of the Consent Agenda as follows:

Item 1. Minutes of the following Board of Education Meetings

- Regular Business Meeting May 19, 2022 – Open Session and Closed

Item 2. Personnel Transactions

That the Board of Education 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	08/01/2022	\$ 94,686
Una Durkin	Assistant Principal	Fairview	08/01/2022	\$ 98,403
Mark Fijor	Director of Technology	Admin	07/01/2022	\$124,373
Katie Kelly	Principal	Lions Park	08/01/2022	\$133,658
Dan Ophus	Principal	Fairview	08/01/2022	\$133,658
Randy Steen	Assistant Principal	Lincoln	08/01/2022	\$132,796

That the Board of Education approve the contract amendment for the following administrators:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
Danielle Crandall	Principal	Westbrook	08/01/2022	\$120,750
Jason Kaiz	Asst. Supt. Finance/Operations	Admin	07/01/2022	\$170,625
Sara Tyburski	Director Student Services	Admin	07/01/2022	\$132,429
Kristin Vonder Haar	Asst Supt Teach & Learning	Admin	07/01/2022	\$161,700

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>
Susannah Wade	Assistant Principal	Lincoln	06/30/2022

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Mary Groenke	Teacher - Speech-Language	Fairview	08/15/2022	*\$53,484
Michelle Tuchner	Teacher	Fairview	08/15/2022	*\$55,088

*Salary includes Board paid TRS

That the Board of Education accepts the resignation of the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Jamie Daniel	Teacher	Fairview	08/01/2022
Jodi Kotowski	Teacher	Fairview	06/01/2022

That the Board of Education approves the employment of the following ESP individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Anna Berezowska	Instructional Assist EC/SOAR	Westbrook	08/16/2022	\$17.82/\$18.07/Hr
Katie Messing	Instructional Assistant	Westbrook	08/16/2022	\$16.83

That the Board of Education accepts the resignation of the following ESP employees:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Elizabeth Wiley	Clerical Assistant	Lincoln	06/06/2022

Item 3. Financial Reports – May 2022

Item 4. Accounts Payable Bills Totaling \$748,991.18

Roll call vote resulted as follows:

Yes: Chung, Lettow, Bennet-Kill, Ciok, Fay
No: None Motion carried.

Unfinished Business

None

New Business

1. First Read PRESS Policies Issue 109

Policy Number Title

- 2:230 Public Participation at School Board Meetings and Petitions to the Board
- 3:70 Succession of Authority
- 4:10 Fiscal and Business Management
- 4:70 Resource Conservation
- 5:40 Communicable and Chronic Infectious Disease
- 5:70 Religious Holidays
- 5:80 Court Duty
- 5:110 Recognition for Service
- 5:140 Solicitations By or From Staff
- 5:240 Suspension
- 6:70 Teaching About Religions
- 6:80 Teaching About Controversial Issue
- 6:140 Education of Homeless Children
- 6:290 Homework
- 6:330 Achievement and Awards
- 7:15 Student and Family Privacy Rights
- 7:285 Anaphylaxis Prevention, Response, and Food Allergy Management Program

Board Discussion

Vice President Fay said there are two topics for the Board discussion.

The first topic is a student joining the Board in the future. Superintendent Gorr shared she asked Dee Molinare of the Illinois Association of School Boards to advise if any Board of Education has incorporated a student Board member. Dr. Gorr spoke to a Superintendent in the area to discuss the process and time in developing student Board liaison. The Board members discussed and understood the benefits and lengthy process for this to get started, and all agreed that they would like this to happen in the future. Superintendent Gorr is excited to get students involved.

The second item discussed was Heritage Month. The Board shared ideas to incorporate awareness and celebration.

Community Comments

Vice President Fay advised this being the second time for community comments, and the same audience member spoke before the Board regarding test scores.

Closed Session

There was not a need for closed session.

Adjournment

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

Yes: Bennett-Kill, Ciok, Chung, Fay, Lettow

Absent: Kowalczyk

No: None

Motion carried and the meeting adjourned at 9:34 pm.

Roberta Flack, Secretary

Eileen B. Kowalczyk, President

Date of approval: July 21, 2022



Mount Prospect School District 57 Board of Education

PERSONNEL TRANSACTIONS

July 21, 2022

POLICY REFERENCE 5:30

That the Board of Education approve the contract for the following administrator:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
Keri Malow-Williams	Assistant Principal	Lincoln	07/28/2022	\$ 86,000

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Taylor Marquardt**	Speech-Language Pathologist	Westbrook	08/15/2022	\$58,443*
Ashley Bloom	3rd Grade Teacher	Fairview	08/15/2022	\$46,838*
Kathryn Demeas	2nd Grade Teacher	Fairview	08/15/2022	\$62,003*
Rebecca Ferraro	Spanish Teacher (.67 FTE)	Lincoln	08/15/2022	\$40,332*
Colleen Jennings	Speech-Language Pathologist	Westbrook	08/15/2022	\$53,484*
Ariana Cilia	4th Grade Teacher	Lions Park	08/15/2022	\$48,243*
Kaitlin Staffeldt	Special Education Teacher	Fairview	08/15/2022	\$45,473*
Grace Sefton	Social Worker	Lincoln	08/15/2022	\$58,443*
Chris Steininger	Social Worker	Lincoln	08/15/2022	\$53,484*
Julie Yi**	Psychologist	Lincoln	08/15/2022	\$58,443*

*Salary includes Board paid TRS

**Pending criminal background check

That the Board of Education accepts the resignation of the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
JoAnn Dynkin	School Psychologist	Lincoln	08/01/2022
Maria Dolorres Higgs	Bilingual Spanish Interventionist	Westbrook/Lions	08/31/2022
Darcy O'Brien	Science Teacher	Lincoln	08/01/2022

That the Board of Education approves the employment of the following ESP individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Roseann Houghton	SOAR Instructional Assistant (.5 FTE)	Westbrook	08/16/2022	\$18.07
Rhoda Livermore	Kids' Corner Assistant	Fairview	08/16/2022	\$16.83
Christopher Young	Instructional Assistant	Fairview	08/16/2022	\$16.83
Heather Gawronaki Salerno**	Communications Specialist (.5 FTE)	Admin	08/01/2022	\$30,000/year

**Pending criminal background check

That the Board of Education approve the release of the following ESP employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Samantha Mangrum	Instructional Assistant	Lincoln	07/22/2022

That the Board of Education approve the resignation of the following ESP employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Ilisa Subrin	Purchasing Agent/Transportation	Admin	08/05/2022

MOUNT PROSPECT SCHOOL DISTRICT 57

**Monthly Financial Report
Unaudited June 2022**

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

Jason Kaiz
Assistant Superintendent
for Finance and Operations/CSBO

Nick Honcharuk
Accounting Coordinator

Mount Prospect School District 57

Monthly Cash Balance Report

June 2022

Board Funds

Fund	Description	6/1/2022	Revenues	Expenditures	Transfers	6/30/2022
10	Educational	\$10,668,225	\$435,279	\$5,209,361	** \$0	\$5,894,143
20	Operations & Maintenance	\$8,145,267	\$24,714	\$194,382	\$0	\$7,975,599
30	Debt Service	\$1,564,891	\$3,979	\$8,931	\$0	\$1,559,939
40	Transportation	\$868,388	\$9,840	\$184,214	\$0	\$694,014
50	I.M.R.F.	\$86,623	\$2,036	\$43,546	\$0	\$45,113
51	Social Security	(\$18,320)	\$2,446	\$88,365	\$0	(\$104,239)
60	Capital Projects	(\$6,007,776)	\$0	\$178,670	\$0	(\$6,186,446)
70	Working Cash	\$3,380,113	\$2,311	\$0	\$0	\$3,382,424
Total		\$18,687,411	\$480,605	\$5,907,469	\$0	\$13,260,547

Includes summer payrolls (July thru August) \$2,967,050.99 **

Activity Fund

Account	Description	7/1/2021	Revenues	Expenditures	Transfers	6/30/2022
100	Education Foundation	\$2,510	\$37,076	\$31,503	\$0	\$8,083
300	Fairview Clearing	\$9,951	\$32,071	\$29,303	\$0	\$12,719
400	Lincoln Clearing	\$18,662	\$17,970	\$12,272	\$0	\$24,359
500	Lions Park Clearing	\$7,478	\$3,739	\$4,435	\$0	\$6,783
600	Westbrook Clearing	\$17,665	\$1,446	\$13,299	\$0	\$5,812
*****	Covid-19 Fund Donations	\$3,128	\$7,368	\$6,676	\$0	\$3,820
Total		\$59,394	\$99,670	\$97,488	\$0	\$61,576

*** Covid-19 Fund Account Closed 4/30/22***

Treasurer's Investment Report June 2022

Institution	Investment Type	Purchase Date	Maturity Date	Purchase Amount	Interest Rate	Maturity Amount	Market Value**
PMA	ISDLAF -Liquid Balance			\$1,601,153.91	0.8180%	\$1,601,153.91	\$1,601,153.91
PMA	ISDLAF -Max Balance			\$3,585,761.47	0.8990%	\$3,585,761.47	\$3,585,761.47
PMA	Treasury Bill	3/4/2022	7/14/2022	\$299,596.88	0.3810%	\$300,000.00	\$299,889.30
PMA	Treasury Bill	3/4/2022	8/11/2022	\$299,398.17	0.4680%	\$300,000.00	\$299,543.40
PMA	First Internet Bank of Indiana CD	2/23/2022	8/17/2022	\$249,700.00	0.0700%	\$249,944.06	\$249,700.00
PMA	CFG Bank Maryland / FDIC Insured CD	3/7/2022	8/30/2022	\$249,300.00	0.4920%	\$249,892.04	\$249,300.00
PMA	Treasury Bill	3/11/2022	9/8/2022	\$1,299,256.84	0.5900%	\$1,303,000.00	\$1,299,137.91
PMA	Wisconsin Treasury Security	3/11/2022	9/15/2022	\$1,199,179.98	0.6390%	\$1,203,000.00	\$1,198,968.75
PMA	US Treasury Note	3/11/2022	9/30/2022	\$296,935.94	0.6700%	\$295,000.00	\$295,044.25
PMA	Customers Bank New York CD	3/10/2021	12/29/2022	\$1,000,000.00	0.0800%	\$1,001,373.07	\$1,000,000.00
PMA	BMW Bank of North America / FDIC Insured CD	2/23/2021	2/27/2023	\$249,249.03	0.1000%	\$249,000.00	\$245,487.61
PMA	State Bank of India CD	2/23/2021	3/13/2023	\$249,249.03	0.1000%	\$249,000.00	\$245,152.20
PMA	Midland States Bank Illinois / FDIC Insured CD	3/8/2021	3/14/2023	\$249,400.00	0.1070%	\$249,938.10	\$249,400.00
PMA	Farmers Bank And Trust Kansas / FDIC Insured CD	3/8/2021	3/14/2023	\$249,500.00	0.0900%	\$249,952.79	\$249,500.00
PMA	FDIC Insured CD 48084-1	3/8/2021	3/30/2023	\$249,248.69	0.1000%	\$249,000.00	\$244,779.70
PMA	Common Wealth Business Bank California / FDIC Insured CD	3/8/2021	3/31/2023	\$249,248.74	0.1000%	\$249,000.00	\$244,765.75
PMA	Treasury Bill	10/6/2021	10/15/2023	\$998,906.25	0.1800%	\$1,000,000.00	\$964,648.00
PMA	Treasury Bill	10/6/2021	9/15/2024	\$999,257.81	0.4000%	\$1,000,000.00	\$944,688.00
PMA	Goldman Sachs Bank USA / CD	10/6/2021	10/15/2024	\$250,106.00	0.5010%	\$249,000.00	\$234,361.04
PMA	UBS Bank USA / CD	10/12/2021	10/15/2024	\$250,108.31	0.5010%	\$249,000.00	\$234,299.79
						PMA Total	\$13,935,581.08
						IL Funds Total	\$2,272,199.02
						Grand Total	<u>\$16,207,780.10</u>



Mount Prospect School District 57

Revenue Report June 2022

Source	Source Description	Budget	Activity	Balance	% of budget remaining	
					2022 YTD	2021 YTD
11XX	Property Taxes	\$ 27,121,812	\$ 27,430,109	\$ (308,297)	-1.1%	2.11%
1230	CPPR Taxes	512,000	1,405,509	(893,509)	-174.5%	-81.13%
13XX	Summer School Tuition	6,000	9,480	(3,480)	-58.0%	100.00%
1411	Transportation Fees	281,000	301,684	(20,684)	-7.4%	102.91%
1510	Interest Earnings	170,500	37,433	133,067	78.0%	24.77%
1611	Food Service Fees	200	-	200	100.0%	80.14%
1720	Activity Fees	95,100	123,751	(28,651)	-30.1%	73.09%
1811	Instruction Fees	256,000	249,312	6,688	2.6%	-0.21%
1910	Facility Rentals	-	-	-	0.0%	0.00%
1920	Donations	100	-	100	100.0%	100.00%
1950	Refund of PY Expenditures	30,000	64,819	(34,819)	-116.1%	-9.66%
1960	TIF Revenue	21,000	53,903	(32,903)	-156.7%	-21.75%
1993	Kids' Corner & Circle of Friends	675,000	735,254	(60,254)	-8.9%	78.33%
1999	Other Local Revenues	50,100	60,750	(10,650)	-21.3%	48.14%
	Sub-Total Local	\$ 29,218,812	\$ 30,472,004	\$ (1,253,192)	-4.3%	4.41%
3001	Evidence Based Funding Formula (GSA)	2,000,000	2,066,821	(66,821)	-3.3%	0.00%
31XX	Special Education	25,000	4,750	20,250	81.0%	84.94%
3305	Bilingual Education	15,000	-	15,000	100.0%	100.00%
3360	Food Service	400	349,102	(348,702)	-87175.5%	22.48%
35XX	Transportation	43,500	4,336	39,164	90.0%	50.20%
3780	Library Grant	1,978	2,162	(184)	-9.3%	-109.48%
	Sub-Total State	\$ 2,085,878	\$ 2,427,171	\$ (341,293)	-16.4%	4.12%
42XX	Food Service	900	13,172	(12,272)	-1363.5%	94.99%
4300	Title I	114,496	20,474	94,022	82.1%	-110.27%
4500	ESSER II and III	1,155,081	256,172	898,909	77.8%	0.00%
46XX	Special Education	601,874	425,562	176,312	29.3%	34.40%
4800	Stimulus Programs	-	31,176	-	-	100.00%
4909	Title III	19,316	12,759	6,557	33.9%	100.00%
4932	Title II	43,540	5,811	37,729	86.7%	32.60%
49XX	Medicaid Matching	70,000	124,987	(54,987)	-78.6%	35.70%
4999	Cares Act / Emergency relief fund	-	112,693.52	-	0.0%	0.00%
	Sub-Total Federal	\$ 2,005,207	\$ 1,002,807	\$ 1,146,270	57.2%	-14.60%
	Total	\$ 33,309,897	\$ 33,901,981	\$ (448,214)	-1.3%	3.80%

Mount Prospect School District 57

Expenditure Report June 2022

Function	Program Name	Budget	Activity	Balance	% of budget remaining	
					2022 YTD	2021 YTD
1000	Mentoring Stipend	\$ 21,548	\$36,930	\$ (15,382)	-71.4%	-103.7%
11XX	Regular Programs	12,475,065	\$12,105,196	\$ 369,869	3.0%	-9.7%
1200	Special Education Programs	4,440,659	\$3,960,450	\$ 480,209	10.8%	-4.8%
1500	Interscholastic Programs	145,127	\$108,209	\$ 36,918	25.4%	63.6%
1600	Summer School Programs	16,500	\$2,397	\$ 14,103	85.5%	-91.0%
1800	Bilingual Programs	333,795	\$363,132	\$ (29,337)	-8.8%	-3.2%
2110	Social Worker	448,825	\$451,296	\$ (2,471)	-0.6%	-6.9%
2130	Health Services	460,638	\$481,891	\$ (21,253)	-4.6%	-10.2%
2140	Psychological Services	247,454	\$253,004	\$ (5,550)	-2.2%	-11.2%
2150	Speech & Audiology Services	717,007	\$720,950	\$ (3,943)	-0.5%	-8.6%
2190	Other Support Services - Pupils	181,748	\$192,589	\$ (10,841)	-6.0%	56.7%
2210	Improvement of Instruction Services	571,207	\$460,655	\$ 110,553	19.4%	20.1%
2220	Educational Media Services	433,248	\$449,162	\$ (15,914)	-3.7%	-3.9%
2230	Assessment and Testing	45,000	\$46,682	\$ (1,682)	-3.7%	8.1%
2310	Board of Education Services	187,450	\$167,421	\$ 20,029	10.7%	44.3%
2320	Executive Administration Services	393,419	\$392,540	\$ 879	0.2%	0.5%
2330	Special Area Administrative Services	237,437	\$241,586	\$ (4,149)	-1.7%	-75.7%
236X	Insurances	201,000	\$261,035	\$ (60,035)	-29.9%	-5.4%
2410	Office of Principal Services	1,710,797	\$1,930,252	\$ (219,455)	-12.8%	-7.7%
2510	Direction of Business Support Services	309,868	\$324,649	\$ (14,781)	-4.8%	-6.1%
2520	Fiscal Services	318,917	\$335,634	\$ (16,717)	-5.2%	-0.4%
2530	Construction Services	3,000,000	\$1,985,882	\$ 1,014,118	33.8%	-5.0%
2540	O&M of Plant Services	2,500,556	\$2,280,067	\$ 220,489	8.8%	4.7%
2550	Pupil Transportation Services	757,800	\$750,679	\$ 7,121	0.9%	42.0%
2560	Food Services	170,650	\$472,134	\$ (301,484)	-176.7%	-14.9%
2570	Internal Services	47,100	\$48,435	\$ (1,335)	-2.8%	21.7%
2620	Research and Development	5,000	\$0	\$ 5,000	100.0%	63.0%
2630	Information Services (Public Relations)	35,000	\$32,754	\$ 2,246	6.4%	-10.1%
2640	Staff Services (Human Resources)	217,125	\$229,009	\$ (11,884)	-5.5%	-5.3%
2660	Data Processing Services (Technology)	1,359,020	\$1,215,543	\$ 143,477	10.6%	-11.6%
3000	Child Care Services	334,239	\$286,365	\$ 47,874	14.3%	-6.0%
4120	Payments for Special Education Programs	443,344	\$700,240	\$ (256,896)	-57.9%	-15.9%
5XXX	Debt Services	789,600	\$769,505	\$ 20,095	2.5%	-0.7%
8190	Other Transfers	\$0	\$0	\$0	0.0%	0.00%
Total		\$ 33,556,143	\$32,056,271	\$ 1,499,872	4.5%	-3.8%

Mount Prospect School District 57

Cash and Investment Summary

June 2022

Board Accounts

Bank	Description		Ending Balance
Various	Investments per Treasurer's Report	**	\$ 16,207,780
Huntington Bank	Imprest Account		\$ 5,000
Illinois National	E-Pay Settlement Account		\$ 5,000
Huntington Bank	Board Account		\$ 958,958
	Total		<u>\$ 17,176,738</u>

Activity Account

Bank	Description		Ending Balance
Huntington Bank	Activity Account		\$ 61,576
	Total		<u>\$ 61,576</u>

** current market value

Mount Prospect School District 57

Payroll Ratification

June 2022

	<u>Fund</u>		<u>Amounts</u>
Salaries	Educational		\$ 768,031
	Operations & Maintenance		\$ 183,357
	6/15/2022	Salary	\$ 951,388
Benefits	Educational		\$ 44,265
	Operations & Maintenance		\$ 6,545
	Municipal Retirement/Social Security		\$ 33,615
	6/15/2022	Benefits	\$ 84,425
	6/15/2022	Total	\$ 1,035,813
Salaries	Educational		\$ 756,427
	Operations & Maintenance		\$ 181,211
	6/30/2022	Salary	\$ 937,638
Benefits	Educational		\$ 37,305
	Operations & Maintenance		\$ 5,865
	Municipal Retirement/Social Security		\$ 34,938
	6/30/2022	Benefits	\$ 78,108
	6/30/2022	Total	\$ 1,015,746
Payroll Total			<u>\$ 2,051,559</u>

Mount Prospect School District 57

Accounts Payable Ratification

July 2022

<u>Fund</u>	<u>Amounts</u>
Educational	\$ 353,905.68
Operations & Maintenance	\$ 91,800.17
Debt Services	\$ 4,465.18
Transportation	\$ 93,581.77
Municipal Retirement/Social Security	\$ -
Capital Projects	\$ 194,802.12
Working Cash	\$ -
Tort	\$ -
Activity Account	\$ 1,779.33
Fire Prevention & Safety	\$ -
Accounts Payable Total	\$ 740,334.25

MOUNT PROSPECT SCHOOL DISTRICT 57

Accounts Payable Bills July 21, 2022

In accordance with Board Policy 4:50 Operational Services–Payment Procedures, this order authorizes administration to pay the following accounts payable bills totaling \$740,334.25 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	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	SP ED-CONTRACT SVRCS	12.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	SP ED-CONTRACT SVRCS	71.97
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	SP ED-CONTRACT SVRCS	12.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	SP ED-CONTRACT SVRCS	12.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	SP ED-CONTRACT SVRCS	12.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-IN DIST MEETINGS LP	175.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	143.52
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	23.18
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-DUES & FEES LP	199.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	14.65
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LP CLEARING ACCT-AP LIAB	130.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	14.39
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	17.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	49.46
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	77.13
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	40.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	27.74
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	40.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	89.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	19.74
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	C&I-IN DISTRICT MEETINGS	85.48
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BILINGUAL-SUPPLIES	33.72
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BILINGUAL-SUPPLIES	25.32
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BILINGUAL-SUPPLIES	119.07
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	C&I-IN DISTRICT MEETINGS	84.66
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	ESSER III - SUPPLIES	5.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	183.72
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	46.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	29.98
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	8.74
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	77.36
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	77.34
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	263.88
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	66.11
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	42.92
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	141.48
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	173.46
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	10.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	5.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	5.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	4.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	28.08
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	99.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	75.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	-25.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	6.48
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	43.82
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	35.19
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	64.31
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	198.15
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	44.68
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	20.50
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	38.45
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	45.55
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	HEALTH-SUPPLES LN	65.01
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	182.48

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	86.10
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	143.02
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	27.06
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-IN DIST MEETINGS FV	51.55
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BOE-AWARDS/RECOGNITION	1,654.07
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	HR-SUPPLIES	82.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BOE-AWARDS/RECOGNITION	103.01
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BOE-AWARDS/RECOGNITION	378.76
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BOE-AWARDS/RECOGNITION	111.93
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BOE-AWARDS/RECOGNITION	41.98
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BOE-IN DISTRICT MEETINGS	189.85
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	29.60
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	79.58
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	30.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LP	23.87
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	75.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-IN DIST MEETINGS LN	232.05
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	ISCHOLASTIC-ATHLETIC CONT SVRC	245.28
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	ISCHOLASTIC-ATHLETIC CONT SVRC	245.28
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	68.69
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	13.98
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	LN CLEARING ACCT-AP LIAB	138.44
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-SUPPLIES LN	29.98
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	13.98
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	45.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	52.97
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES LN	23.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-SUPPLIES LN	22.04
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-SUPPLIES LN	23.96
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	ISCHOLASTIC-ATHLETIC SUPPLIES	65.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	80.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	111.83
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	57.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	66.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	154.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	18.87
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	48.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	154.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	63.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	162.92
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	57.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	36.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	54.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES FV	153.82
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	FV CLEARING ACCT-AP LIAB	-0.12
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	200.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	136.40
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	39.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	11.99
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	112.50
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	110.07
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	REG-SUPPLIES WB	179.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	TECH-SUPPLIES	79.90
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	TECH-SUPPLIES	90.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	TECH-SUPPLIES	441.47
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	TECH-SUPPLIES	84.82

CHECK CHECK			INVOICE	ACCOUNT LEVEL	
NUMBER	DATE	VENDOR	NUMBER	DESCRIPTION	AMOUNT
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	TECH-SUPPLIES	123.96
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	TECH-SUPPLIES	742.96
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	O&M-BUILDING SUPPLIES	181.88
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PNPL SVCS-DUES & FEES LP	409.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	INTL SVCS-SUPPLIES	28.15
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	BNS SVCS-IN DIST MEETINGS	132.95
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PPE	99.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PPE	99.00
202100271	06/14/2022	BMO HARRIS COMMERCIA	0701535-22	PPE	99.00
Totals for 202100271					12,547.66
Totals for checks					12,547.66

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	9,177.51	9,177.51
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	1,590.82	1,590.82
99	STUDENT ACTIVITY FUND	1,779.33	0.00	0.00	1,779.33
***	Fund Summary Totals ***	1,779.33	0.00	10,768.33	12,547.66

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

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
555837	06/22/2022	ACCIDENT FUND INSURA	1000207775	WORKERS COMPENSATION	68,785.00
555838	06/22/2022	ALARM DETECTION SYST	SI-573773	O&M-SECURITY SERVICES	21.00
555838	06/22/2022	ALARM DETECTION SYST	SI-573829	O&M-SECURITY SERVICES	10.50
555838	06/22/2022	ALARM DETECTION SYST	SI-573958	O&M-SECURITY SERVICES	10.50
555839	06/22/2022	ASSETWORKS USA	MA22-157	FISCAL SVCS-CONTRACTED SVCS	1,760.00
555840	06/22/2022	BUSINESSSOLVER	0079166	FISCAL SVCS-CONTRACTED SVCS	12.00
555841	06/22/2022	BUSSE'S FLOWERS & GI	062222	SUP SVCS-CONTRACT SRVC LN GRAD	300.00
555842	06/22/2022	CITI CARDS	062222	INTL SVCS-SUPPLIES	214.69
555843	06/22/2022	COMPASS HEALTH CENTE	I0004766	SP ED-HOME/HOSPITAL TUTORS	602.00
555844	06/22/2022	FIRST STUDENT INC.	11806725-A	TRANS-DAILY ROUTES	74,024.28
555844	06/22/2022	FIRST STUDENT INC.	11806725-B	TRANS-SHUTTLE ROUTES	1,532.60
555844	06/22/2022	FIRST STUDENT INC.	11799857	TRANS-SHUTTLE ROUTES	153.26
555844	06/22/2022	FIRST STUDENT INC.	11805002	TRANS-SHUTTLE ROUTES	306.52
555845	06/22/2022	IL ASSOCIATION (IASB	0031380	BNS SVCS-PROFESSIONAL DVLPMT	199.00
555846	06/22/2022	INTRADO LIFE & SAFET	6062550	TECH-DISTRICT LICENSES	300.00
555847	06/22/2022	JOHNSON CONTROLS FIR	88846698	O&M-FIRE PROTECTION SERVICES	1,043.67
555848	06/22/2022	LAUREATE DAY SCHOOL	LDS66664	SP ED-PRIVATE TUITION	6,810.66
555849	06/22/2022	MILLER COOPER & CO	S039834	BOE-AUDIT SERVICES	600.00
555850	06/22/2022	NORTHWEST ELECTRICAL	17539110	O&M-BUILDING SUPPLIES	416.13
555851	06/22/2022	NSSEO	8974	TRANS-SP ED OUT-OF-DIST ROUTES	135.20
555851	06/22/2022	NSSEO	9051	TRANS-SP ED OUT-OF-DIST ROUTES	10,829.51
555852	06/22/2022	PROJECT LEAD THE WAY	348073	REG-SUPPLIES C&I	14,595.00
555853	06/22/2022	PROSHRED SECURITY	990120198	INTL SVCS-CONTRACT SRVCS	770.00
555854	06/22/2022	SABATELLO TREE CARE	15094	O&M-LANSDCAPING SERVICES	2,875.00
555855	06/22/2022	UNITED DISPATCH	72085	TRANS-SP ED OUT-OF-DIST ROUTES	6,600.40
555856	06/22/2022	VOYAGER SOPRIS LEARN	5474022	SP ED-SUPPLIES	1,172.60
555857	06/22/2022	WAREHOUSE DIRECT	5236290-0	INTL SVCS-SUPPLIES	152.96
555857	06/22/2022	WAREHOUSE DIRECT	5209126-0	REG-SUPPLIES LP	21.31
Totals for checks					194,253.79

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	96,295.22	96,295.22
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	4,376.80	4,376.80
40	TRANSPORTATION FUND	0.00	0.00	93,581.77	93,581.77
***	Fund Summary Totals ***	0.00	0.00	194,253.79	194,253.79

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

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
555860	06/30/2022	BLACK DOG	1579	O&M-LANSDCAPING SERVICES	3,925.00
555861	06/30/2022	BSN SPORTS	917419011	ISCHOLASTIC-ATHLETIC SUPPLIES	3,152.45
555862	06/30/2022	CANON	28747941	COPIER LEASES	27.18
555862	06/30/2022	CANON	28747940	COPIER LEASES	14.00
555862	06/30/2022	CANON	28747939	COPIER LEASES	4,424.00
555862	06/30/2022	CANON	28747939	PRINT MANAGEMENT	3,753.56
555863	06/30/2022	DILIGENT CORPORATION	INV350531	BOE-CONTRACTED SERVICES	9,500.00
555864	06/30/2022	FOLLETT CONTENT SOLU	465562	ESSER III - SUPPLIES	1,513.93
555864	06/30/2022	FOLLETT CONTENT SOLU	465562A	ESSER III - SUPPLIES	693.33
555864	06/30/2022	FOLLETT CONTENT SOLU	465562F	ESSER III - SUPPLIES	532.01
555865	06/30/2022	GARAVENTA USA INC	53150	O&M-ELEVATOR/LIFT SERVICES	309.00
555866	06/30/2022	INSTITUTE FOR MULTI-	162481	C&I-PROF DVLPMT WB	550.00
555866	06/30/2022	INSTITUTE FOR MULTI-	168796	C&I-PROF DVLPMT WB	550.00
555866	06/30/2022	INSTITUTE FOR MULTI-	163236	C&I-PROF DVLPMT WB	1,100.00
555867	06/30/2022	JOHNSON CONTROLS FIR	88865298	O&M-BUILDING SUPPLIES	3,976.92
555868	06/30/2022	LAUREATE DAY SCHOOL	LDS66821	SP ED-PRIVATE TUITION	7,945.77
555868	06/30/2022	LAUREATE DAY SCHOOL	LDS66900	SP ED-PRIVATE TUITION	1,135.11
555869	06/30/2022	MIDWEST COMPUTER PRO	717912	TECH-N/C EQUIPMENT	33,920.00
555869	06/30/2022	MIDWEST COMPUTER PRO	718981	REG-N/C EQUIPMENT FV	10,000.00
555870	06/30/2022	PEERLESS NETWORK, IN	535230	TECH-DATA LINES	7,720.96
555871	06/30/2022	PITNEY BOWES SUPPLY	1020906276	INTL SVCS-POSTAGE	600.00
555872	06/30/2022	REDWOOD LITERACY, LL	INV-01152	SP ED-CONTRACT SVRCS	675.00
555873	06/30/2022	THE CLASSROOM CONNEC	2021-1045	SP ED-PRIVATE TUITION	804.50
555874	06/30/2022	UNITED RENTAL (PKA R	205812861-	O&M-CONTRACT SRVCS	477.36
555875	06/30/2022	VILLAGE OF MOUNT PRO	2022-00240	O&M-VEHICLE GAS	377.63
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-FV	O&M-SEWER/WATER FV	691.50
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-LN	O&M-SEWER/WATER LN	252.50
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-LN2	O&M-SEWER/WATER LN	505.50
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-LN1	O&M-SEWER/WATER LN	12.00
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-WB	O&M-SEWER/WATER WB	392.00
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-AD	O&M-SEWER/WATER ADM	78.00
555876	06/30/2022	VILLAGE OF MOUNT PRO	062922-LP	O&M-SEWER/WATER LP	769.00
555877	06/30/2022	VOYAGER SOPRIS LEARN	5503012	SP ED-SUPPLIES	567.60
555878	06/30/2022	WAREHOUSE DIRECT	5230548-0	O&M-CLEANING SUPPLIES WB	1,935.16
Totals for checks					102,880.97

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	84,714.22	84,714.22
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	13,701.57	13,701.57
30	DEBT SERVICES FUND	0.00	0.00	4,465.18	4,465.18
***	Fund Summary Totals ***	0.00	0.00	102,880.97	102,880.97

***** 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>
555879	06/30/2022	NEWROOT (FKA UMOJA S	MTP202256	C&I-PURCHASED SVCS TITLE II P	4,400.00
Totals for checks					4,400.00

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	0.00	4,400.00	4,400.00
***	Fund Summary Totals ***	0.00	0.00	4,400.00	4,400.00

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

CHECK CHECK			INVOICE	ACCOUNT LEVEL	
NUMBER	DATE	VENDOR	NUMBER	DESCRIPTION	AMOUNT
555888	07/07/2022	CONSTELLATION NEW EN	3491474-LP	O&M-NATURAL GAS LP	691.99
555888	07/07/2022	CONSTELLATION NEW EN	3491474- F	O&M-NATURAL GAS FV	739.25
555888	07/07/2022	CONSTELLATION NEW EN	3491474-LN	O&M-NATURAL GAS LN	498.98
555888	07/07/2022	CONSTELLATION NEW EN	3491474- L	O&M-NATURAL GAS LN	533.14
555888	07/07/2022	CONSTELLATION NEW EN	3491474-LN	O&M-NATURAL GAS MNT	167.85
555888	07/07/2022	CONSTELLATION NEW EN	3491474-AD	O&M-NATURAL GAS ADM	242.62
555888	07/07/2022	CONSTELLATION NEW EN	3491474- W	O&M-NATURAL GAS WB	839.53
555889	07/07/2022	DEFRANCO PLUMBING	31150	O&M-PLUMBING SERVICES	294.00
555889	07/07/2022	DEFRANCO PLUMBING	31153	O&M-PLUMBING SERVICES	1,190.88
555889	07/07/2022	DEFRANCO PLUMBING	31157	O&M-PLUMBING SERVICES	459.54
555890	07/07/2022	NEXTERA ENERGY (FKA	5774667654	O&M-ELECTRIC LP	5,663.72
555890	07/07/2022	NEXTERA ENERGY (FKA	5774667654	O&M-ELECTRIC ADM/FV	7,020.26
555890	07/07/2022	NEXTERA ENERGY (FKA	5774667654	O&M-ELECTRIC LN	6,247.05
555890	07/07/2022	NEXTERA ENERGY (FKA	5774667654	O&M-ELECTRIC WB	4,600.30
Totals for checks					29,189.11

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	29,189.11	29,189.11
***	Fund Summary Totals ***	0.00	0.00	29,189.11	29,189.11

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

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
555891	07/07/2022	ALARM DETECTION SYST	99552-1055	O&M-SECURITY SERVICES	7,200.00
555892	07/07/2022	ANDERSON PEST SOLUTI	24008879	O&M-ENVIRONMENTAL SERVICES	3,768.54
555893	07/07/2022	EMBRACE EDUCATION	10978	SP ED-CONTRACT SVRCS	2,000.00
555893	07/07/2022	EMBRACE EDUCATION	10977	SP ED-CONTRACT SVRCS	5,703.60
555894	07/07/2022	FRONTLINE TECHNOLOGI	INVUS16022	FISCAL SVCS-CONTRACTED SVCS	7,150.79
555894	07/07/2022	FRONTLINE TECHNOLOGI	INVUS16137	HR-CONTRACT SRVCS	7,662.92
555894	07/07/2022	FRONTLINE TECHNOLOGI	INVUS16140	HR-CONTRACT SRVCS	10,524.14
555895	07/07/2022	HEARTLAND BUSINESS S	523143-H	TECH-DISTRICT LICENSES	19,397.27
555896	07/07/2022	ILLINOIS STATE BOARD	070722-1	BNS SVCS-DUES & FEES	4,545.00
555896	07/07/2022	ILLINOIS STATE BOARD	070722-2	BNS SVCS-DUES & FEES	18,677.00
555896	07/07/2022	ILLINOIS STATE BOARD	070722-3	BNS SVCS-DUES & FEES	771.00
555897	07/07/2022	JOHNSON CONTROLS	37496530	O&M-FIRE PROTECTION SERVICES	261.23
555897	07/07/2022	JOHNSON CONTROLS	37496532	O&M-FIRE PROTECTION SERVICES	261.23
555897	07/07/2022	JOHNSON CONTROLS	37496570	O&M-FIRE PROTECTION SERVICES	261.23
555897	07/07/2022	JOHNSON CONTROLS	37496533	O&M-FIRE PROTECTION SERVICES	261.23
555897	07/07/2022	JOHNSON CONTROLS	37496531	O&M-FIRE PROTECTION SERVICES	261.23
555898	07/07/2022	JOHNSON CONTROLS FIR	22971030	O&M-FIRE PROTECTION SERVICES	8,760.13
555899	07/07/2022	KODABLE	1006	TECH-DISTRICT LICENSES	2,000.00
555900	07/07/2022	POWERSCHOOL LLC	INV305435	TECH-DISTRICT LICENSES	12,224.80
555900	07/07/2022	POWERSCHOOL LLC	INV305447	TECH-DISTRICT LICENSES	25,941.11
555901	07/07/2022	SKYWARD	0000218137	FISCAL SVCS-CONTRACTED SVCS	19,262.36
555902	07/07/2022	SKYWARD USER'S GROUP	070722	INTL SVCS-CONTRACT SRVCS	300.00
555903	07/07/2022	SOUND INCORPORATED	R178372	O&M-INTERCOM/CLOCK SERVICES	1,500.00
555903	07/07/2022	SOUND INCORPORATED	R178370	O&M-INTERCOM/CLOCK SERVICES	1,500.00
555903	07/07/2022	SOUND INCORPORATED	R178362	O&M-INTERCOM/CLOCK SERVICES	546.00
555904	07/07/2022	TEACHING STRATEGIES	Q-169263	SP ED-CONTRACT SVRCS	2,304.00
555905	07/07/2022	UNITE PRIVATE NETWOR	SI-22-0199	TECH-DATA LINES	6,495.00
Totals for checks					169,539.81

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	144,958.99	144,958.99
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	24,580.82	24,580.82
***	Fund Summary Totals ***	0.00	0.00	169,539.81	169,539.81

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

CHECK CHECK			INVOICE	ACCOUNT LEVEL	
NUMBER	DATE	VENDOR	NUMBER	DESCRIPTION	AMOUNT
555906	07/21/2022	GENERAL MECHANICAL	SI2165575	O&M-HVAC CONTRACTED SERVICES	1,801.90
555906	07/21/2022	GENERAL MECHANICAL	SI2165565	O&M-HVAC CONTRACTED SERVICES	264.00
555906	07/21/2022	GENERAL MECHANICAL	SI2165564	O&M-HVAC CONTRACTED SERVICES	413.00
555907	07/21/2022	GREEN ASSOCIATES INC	2021539	CAPITAL IMPROVEMENTS - PAY APP	2,077.12
555908	07/21/2022	ILLINOIS DEPT OF INN	T2228095	TECH-CONTRACTED SERVICES	25.00
555909	07/21/2022	KUSTRA-QUINN, JENNY	070722	FR-CONTRACT SRVCS	414.00
555910	07/21/2022	LOGIC LAWN CARE	26230	O&M-LANSDCAPING SERVICES	2,700.00
555910	07/21/2022	LOGIC LAWN CARE	26231	O&M-LANSDCAPING SERVICES	3,250.00
555911	07/21/2022	NICHOLAS & ASSOCIATE	6551-6	CAPITAL IMPROVEMENTS - FIXED	16,206.00
555911	07/21/2022	NICHOLAS & ASSOCIATE	070722	CAPITAL IMPROVEMENTS - PAY APP	176,519.00
555912	07/21/2022	SPECIALTY FLOORS	4246	O&M-FLOORING SERVICES	1,829.00
555912	07/21/2022	SPECIALTY FLOORS	4249	O&M-FLOORING SERVICES	1,772.00
555912	07/21/2022	SPECIALTY FLOORS	4247	O&M-FLOORING SERVICES	3,447.00
555913	07/21/2022	THE CLASSROOM CONNEC	2021-1064	SP ED-PRIVATE TUITION	5,631.50
555914	07/21/2022	WAREHOUSE DIRECT	5228348-1	O&M-CLEANING SUPPLIES LN	27.25
Totals for checks					216,376.77

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	6,070.50	6,070.50
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	15,504.15	15,504.15
60	CAPITAL PROJECTS FUND	0.00	0.00	194,802.12	194,802.12
***	Fund Summary Totals ***	0.00	0.00	216,376.77	216,376.77

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

CHECK CHECK			INVOICE	ACCOUNT LEVEL	
NUMBER	DATE	VENDOR	NUMBER	DESCRIPTION	AMOUNT
555915	07/21/2022	FOLLETT SCHOOL SOLUT	1475832	LRC-CONTRACT SRVCS	5,389.52
555916	07/21/2022	FREDRIKSEN FIRE EQUI	216841	O&M-FIRE PROTECTION SERVICES	1,033.95
555916	07/21/2022	FREDRIKSEN FIRE EQUI	216824	O&M-FIRE PROTECTION SERVICES	532.15
555916	07/21/2022	FREDRIKSEN FIRE EQUI	216825	O&M-FIRE PROTECTION SERVICES	655.85
555916	07/21/2022	FREDRIKSEN FIRE EQUI	216826	O&M-FIRE PROTECTION SERVICES	265.60
555916	07/21/2022	FREDRIKSEN FIRE EQUI	216842	O&M-FIRE PROTECTION SERVICES	369.35
555917	07/21/2022	INTEGRATED SYSTEMS C	0725564	FISCAL SVCS-CONTRACTED SVCS	680.00
555918	07/21/2022	PROJECT LEAD THE WAY	343035	REG-SOFTWARE LICENSES C&I	950.00
555919	07/21/2022	SCHOOL DATEBOOKS, IN	S22-022560	REG-SUPPLIES FV	1,269.72
Totals for checks					11,146.14

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	8,289.24	8,289.24
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	2,856.90	2,856.90
***	Fund Summary Totals ***	0.00	0.00	11,146.14	11,146.14

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

Mount Prospect School District 57
Donation Report
for the Fiscal Year of 2021-22

Date	Description	Amount	Location	Donor Name
09/15/21	Mini Library- Installation and Books	*	WB	Jen and Joe Carbone
01/26/22	Coca-Cola GIVE	\$25.85	FV	Rebate
01/26/22	Box Tops for Education	\$114.20	FV	Sales Rebate
02/23/22	Donation to District - COVID Fund	\$50.00	DO	Bright Funds - Tirel Family WB
04/04/22	GreatLakes Rayes Bottling	\$81.66	FV	Rebate
03/15/22	Education Foundation	\$16,540.24	District	District 57 Foundation Grants
04/04/22	Fairview PTO	\$200.00	FV	Nurse Fund
04/04/22	Fairview PTO	\$1,000.00	FV	Field Day Donation
04/04/22	Fairview PTO	\$1,100.00	FV	5th Grade Musical
06/08/22	GreatLakes Rayes Bottling	\$45.89	FV	Sales Rebate
06/08/22	Box Tops for Education	\$52.40	FV	Sales Rebate
06/23/22	GreatLakes Rayes Bottling	\$27.72	FV	Rebate

Total Cash \$19,237.96

* Values for non-cash donations are not estimated by the district.



Mount Prospect School District 57

Mount Prospect School District 57 Human Resources

To: Dr. Mary Gorr

From: Karen Schwartzwald, Director of Human Resources

Date: July 21, 2022

Re: Tuition Reimbursement

Executive Summary:

In accordance with the 2017-2018 through 2021-2022 negotiated agreement (Policy 5:188) between the Mount Prospect Education Association (MPEA) and the Board of Education, the District is authorized to pay its certified staff a collective total of \$60,000 for administratively approved tuition reimbursement. Included is a list of the school year 2021-2022 tuition reimbursement payments recommended by administration for approval by the Board.

There were 22 certified staff members who submitted requests for \$92,008.27 with the actual level of reimbursement at 63.76%. Last year there were 19 certified staff who submitted tuition costs totaling \$96,534.74 with the level of reimbursement at 62%.

The total financial implication for tuition reimbursement this year is \$60,000 which is the total allocated amount.

Below is a chart showing the tuition reimbursement pool amounts and percentage of reimbursement to certified staff since the 2017-2018 school year.

<u>School Year</u>	<u>Pool Amount</u>	<u>Percentage</u>
2021-22	\$60,000	63.76
2020-21	\$60,000	62
2019-20	\$60,000	58
2018-19	\$60,000	100
2017-18	\$60,000	100

Recommendation:

That the Board approve tuition reimbursement for 22 certified staff members for the 2021-2022 school year.



MOUNT PROSPECT SCHOOL DISTRICT 57
Closed Session Minutes Review
July 2022

Semi-Annual Review of Executive Session Minutes

According to Board Policy 2:220, the Board must conduct a semi-annual review of Executive Session Minutes and also review audio recordings of closed meetings to determine whether:

- (1) the minutes no longer require confidential treatment and are available for public inspection. or
- (2) there continues to be a need for confidentiality

Board of Education President Eileen Kowalczyk and I reviewed closed session minutes and make the following recommendations:

1. Approve and Release the closed session minutes dated:

- ❖ *November 19, 2020*
- ❖ *November 5, 2020*
- ❖ *October 1, 2020*
- ❖ *July 16, 2020*

2. Approve and Hold - The following meeting minutes are retained due to subject matter involving personnel, student discipline, potential litigation or current contract negotiations.
Date range is the following: (July 2020 - December 2020)

None

3. Approve for Destruction:

All audiotapes of closed sessions held from January 2021 through June 2022



Mount Prospect School District 57 Board of Education

MEMORANDUM

To: Members, Board of Education
 From: Mary Gorr
 Re: Policies First Read
 Date: July 21, 2022

The following policies went before the Board of Education for First Read on June 23, 2022. The Board is asked to approve these policies at Second Read on July 21, 2022.

Policy #	Title	Recommendation
2:230	Public Participation at School Board Meetings and Petitions to the Board	Cross References and footnotes are updated in response to a five-year review. Recommendation is to maintain current policy.
3:70	Succession of Authority	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
4:10	Fiscal and Business Management	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
4:70	Resource Conservation	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
4:180	Pandemic Preparedness; Management; and Recovery	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
5:40	Communicable and Chronic Infectious Disease	Policy and footnotes are updated. Recommendation is to adopt PRESS with modification.
5:70	Religious Holidays	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
5:80	Court Duty	Cross References and footnotes are updated in response to a five-year review. Recommendation is to maintain current policy.
5:110	Recognition for Service	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
5:140	Solicitations By or From Staff	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
5:240	Suspension	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.

6:70	Teaching About Religions	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
6:80	Teaching About Controversial Issue	Cross References and footnotes are updated in response to a five-year review. Recommendation is to maintain current policy.
6:140	Education of Homeless Children	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
6:290	Homework	Policy is unchanged. Footnotes are updated in response to legislation. Recommendation is to adopt PRESS.
6:330	Achievement and Awards	Cross References and footnotes are updated in response to a five-year review. Recommendation is to maintain current policy.
7:15	Student and Family Privacy Rights	Cross References and footnotes are updated in response to a five-year review. Recommendation is to maintain current policy.
7:270	Administering Medicines to Students	Policy and footnotes are updated. Recommendation is to adopt PRESS with modification.
7:285	Anaphylaxis Prevention, Response, and Food Allergy Management Program	Policy is unchanged. Footnotes 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

Public Participation at School Board Meetings and Petitions to the Board

At each regular and special open meeting, members of the public and District employees may comment to or ask questions of the School Board, subject to reasonable constraints.

The individuals appearing before the Board are expected to observe the following procedures and guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
2. Provide their name and be brief. Ordinarily, comments shall be limited to 3 minutes. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the individual may be allowed to speak for more than 3 minutes.
3. Respect and comply with the Board President's decision to limit public comment to conserve time and/or give more individuals the opportunity to speak.
4. Respect and comply with the Board President's decision to determine procedural matters regarding public participation not otherwise covered in Board policy.
5. Behave with respect and civility toward others and otherwise abide by Board policy, 8:30, *Visitors to and Conduct on School Property*.

Petitions

The Board shall accept a petition presented to the Board at a meeting only if the petition is signed by residents or employees of the District. This acceptance shall not be considered a response by the Board or official recognition of the contents of the petition. A petition presented to the Board becomes the property of the District and shall not be returned to the signers.

When a petition signed by residents or employees of the District is presented to the Superintendent, the Superintendent shall inform the Board and respond to the petitioners when the matter involves previously established policies of the Board or shall refer the petition to the Board.

LEGAL REF.: 105 ILCS 5/10-6 and 5/10-16.
5 ILCS 120/2.06, Open Meetings Act.

CROSS REF.: 2:220 (School Board Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: July 21, 2022

General School Administration

Succession of Authority

If the Superintendent, Building Principal, or other administrator is temporarily unavailable, the succession of authority and responsibility of the respective office shall follow a succession plan, developed by the Superintendent and submitted to the School Board.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 3:30 (Chain of Command)

ADOPTED: July 21, 2022

Operational Services

Fiscal and Business Management

The Superintendent is responsible for the School District's fiscal and business management. This responsibility includes annually preparing and presenting the District's statement of affairs to the School Board and publishing it before December 1 as required by State law.

The Superintendent shall ensure the efficient and cost-effective operation of the District's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. Each person using the District's electronic network shall complete an *Authorization for Access to the District's Electronic Network*.

Budget Planning

The District's fiscal year is from July 1 until June 30. The Superintendent shall present to the Board, no later than the first regular meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*. To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

After receiving the Superintendent's proposed budget, the Board sets the date, place, and time for:

1. A public hearing on the proposed budget, and
2. The proposed budget to be available to the public for inspection.

The Board Secretary shall arrange to publish a notice in a local newspaper stating the date, place, and time of the proposed budget's availability for public inspection and the public hearing. The proposed budget shall be available for public inspection at least 30 days before the time of the budget hearing.

At the public hearing, the proposed budget shall be reviewed, and the public shall be invited to comment, question, or advise the Board.

Final Adoption Procedures

The Board adopts a budget before the end of the first quarter of each fiscal year, September 30, or by such alternative procedure as State law may define. To the extent possible, the budget shall be balanced as defined by ISBE; if not balanced, the Board will adopt a deficit reduction plan to balance the District's budget within three years according to ISBE requirements.

The Board adopts the budget by roll call vote. The budget resolution shall be incorporated into the meeting's official minutes. Board members' names voting *yea* and *nay* shall be recorded in the minutes.

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that it is posted and provide the website's address.
2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Fiscal Officer, with the County Clerk within 30 days of the budget's adoption.
3. Make all preparations necessary for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act; file the Certificate of Tax Levy with the County Clerk on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.

4. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements.

Any amendments to the budget or Certificate of Tax Levy shall be made as provided in the School Code and Truth in Taxation Act.

Budget Amendments

The Board may amend the budget by the same procedure as provided for in the original adoption.

Implementation

The Superintendent or designee shall implement the District's budget and provide the Board with a monthly financial report that includes all deficit fund balances. The amount budgeted as the expenditure in each fund is the maximum amount that may be expended for that category, except when a transfer of funds is authorized by the Board.

The Board shall act on all interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements of it, if one exists.

LEGAL REF.: 105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.
35 ILCS 200/18-55 et seq.
23 Ill.Admin.Code Part 100.

CROSS REF.: 4:20 (Fund Balances), 4:40 (Incurring Debt), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks)

ADMIN. PROC.: 6:235-AP1, E1 (Student Authorization for Access to the District's Electronic Networks), 6:235-AP1, E2 (Staff Authorization for Access to the District's Electronic Networks)

ADOPTED: July 21, 2022

Operational Services

Resource Conservation

The Superintendent or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in the School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District's waste stream; and (c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.
4. Adherence to energy conservation measures.

LEGAL REF.: 105 ILCS 5/10-20.19c and 5/19b.

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs)

ADOPTED: July 21, 2022

Operational Services

Pandemic Preparedness: Management; and Recovery

The School Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety during a pandemic.

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand how the roles that the federal, State, and local government function; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, the Governor may declare a disaster due to a public health emergency that may affect any decision for an emergency school closing. Decisions for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the Governor, Ill. Dept. of Public Health, District's local health department, emergency management agencies, and/or Regional Office of Education.

During an emergency school closing, the Board President and the Superintendent may, to the extent the emergency situation allows, examine existing Board policies pursuant to Policy 2:240, *Board Policy Development*, and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic.

Board Meeting Procedure: No Physical Presence of Quorum and Participation by Audio or Video

A disaster declaration related to a public health emergency may affect the Board's ability to meet in person and generate a quorum of members who are physically present at the location of a meeting. Policy 2:220, *School Board Meeting Procedure*, governs Board meetings by video or audio conference without the physical presence of a quorum.

Payment of Employee Salaries During Emergency School Closures

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies 3:40, *Superintendent*, 3:50, *Administrative Personnel Other Than the Superintendent*, 5:35, *Compliance with the Fair Labor Standards Act*, 5:200, *Terms and Conditions of Employment and Dismissal*, and 5:270, *Employment At-Will, Compensation, and Assignment*, and consistent with: (1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency directives; (2) collective bargaining agreements and any bargaining obligations; and (3) the terms of any grant under which an employee is being paid.

Suspension of In-Person Instruction: Remote and/or Blended Remote Learning Day Plan(s)

When the Governor declares a disaster due to a public health emergency pursuant to 20 ILCS 3305/7, and the State Superintendent of Education declares a requirement for the District to use *Remote Learning Days* or *Blended Remote Learning Days*, the Superintendent shall approve and present to the Board for adoption a Remote and/or Blended Remote Learning Day Plan (Plan) that:

1. Recommends to the Board for consideration any suspensions or amendments to curriculum-related policies to reduce any Board-required graduation or other instructional requirements in excess of minimum curricular requirements specified in School Code that the District may not be able to provide due to the pandemic;
2. Implements the requirements of 105 ILCS 5/10-30; and
3. Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.5, 5/10-20.56, and 5/10-30.
5 ILCS 120/2.01 and 120/7(e), Open Meetings Act.
20 ILCS 2305/2(b), Ill. Dept. of Public Health Act (Part 1).
20 ILCS 3305/, Ill. Emergency Management Agency Act.
115 ILCS 5/, Ill. Educational Labor Relations Act.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the School Board; Indemnification), 2:220 (School Board Meeting Procedure), 2:240 (Board Policy Development), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:70 (Succession of Authority), 4:170 (Safety), 5:35 (Compliance with the Fair Labor Standards Act), 5:200 (Terms and Conditions of Employment and Dismissal), 5:270 (Employment At-Will, Compensation, and Assignment), 6:20 (School Year Calendar and Day), 6:60 (Curriculum Content), 6:300 (Graduation Requirements), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: July 21, 2022

General Personnel

Communicable and Chronic Infectious Disease

The Superintendent or designee shall develop and implement procedures for managing known or suspected cases of a communicable and chronic infectious disease involving District employees that are consistent with State and federal law, Illinois Department of Public Health rules, and School Board policies.

An employee with a communicable or chronic infectious disease shall inform the Superintendent immediately and grant consent to being monitored by the District's Communicable and Chronic Infectious Disease Review Team. The Review Team, if used, provides information and recommendations to the Superintendent concerning the employee's conditions of employment and necessary accommodations. The Review Team shall hold the employee's medical condition and records in strictest confidence, except to the extent allowed by law.

An employee with a communicable or chronic infectious disease will be permitted to retain his or her position whenever, after reasonable accommodations and without undue hardship, there is no substantial risk of transmission of the disease to others, provided an employee is able to continue to perform the position's essential functions. An employee with a communicable and chronic infectious disease remains subject to the Board's employment policies including sick and/or other leave, physical examinations, temporary and permanent disability, and termination.

LEGAL REF.: 42 U.S.C. §12101 et seq., Americans With Disabilities Act, amended by the Americans with Disabilities Act Amendments Act (ADAAA), Pub. L. 110-325; 29 C.F.R. §1630.1 et seq.
29 U.S.C. §791, Rehabilitation Act of 1973; 34 C.F.R. §104.1 et seq.
105 ILCS 5/24-5.
20 ILCS 2305/6, Department of Public Health Act.
820 ILCS 40/, Personnel Record Review Act.
77 Ill.Admin.Code Part 690, Control of Communicable Diseases.

CROSS REF.: 2:150 (Committees), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:30 (Hiring Process and Criteria), 5:180 (Temporary Illness or Temporary Incapacity)

ADOPTED: July 21, 2022

General Personnel

Religious Holidays

The Superintendent shall grant an employee's request for time off to observe a religious holiday if the employee gives at least five days' prior notice and the absence does not cause an undue hardship.

Employees may use earned vacation time or personal leave to make up the absence, provided such time is consistent with the District's operational needs. A per diem deduction may also be requested by the employee.

LEGAL REF.: 775 ILCS 5/2-101 and 5/2-102, Ill. Human Rights Act.
 775 ILCS 35/155, Religious Freedom Restoration Act.

ADOPTED: July 21, 2022

General Personnel

Jury Duty

Please refer to the current collective bargaining agreements: Agreement between the Board of Education of Mount Prospect School District 57 and the Mount Prospect Education Association and the Board of Education of Mount Prospect District 57 and the Mount Prospect Educational Support Professional Association.

For employees not covered by a collective bargaining agreement:

Employees not covered by a collective bargaining agreement will receive jury duty leave under the same terms and conditions as those employees covered by the MPEA Agreement.

LEGAL REF.: 105 ILCS 5/10-20.7.
705 ILCS 305/4.1, Jury Act.

DISTRICT REF.: MPEA Agreement, Teacher Handbook, MPESPA Agreement

ADOPTED: July 21, 2022

General Personnel

Recognition for Service

The School Board will periodically recognize those District employees who contribute significantly to the educational programs and welfare of the students.

ADOPTED: July 21, 2022

General Personnel

Solicitations By or From Staff

District employees shall not solicit donations or sales, nor shall they be solicited for donations or sales, on school grounds without prior approval from the Superintendent.

CROSS REF.: 8:90 (Parent Organizations and Booster Clubs)

ADOPTED: July 21, 2022

Professional Personnel

Suspension

Suspension Without Pay

The School Board may suspend without pay: (1) a professional employee pending a dismissal hearing, or (2) a teacher as a disciplinary measure for up to 30 employment days for misconduct that is detrimental to the School District. Administrative staff members may not be suspended without pay as a disciplinary measure.

Misconduct that is detrimental to the School District includes:

- Insubordination, including any failure to follow an oral or written directive from a supervisor;
- Violation of Board policy or Administrative Procedure;
- Conduct that disrupts or may disrupt the educational program or process;
- Conduct that violates any State or federal law that relates to the employee's duties; and
- Other sufficient causes.

The Superintendent or designee is authorized to issue a pre-suspension notification to a professional employee. This notification shall include the length and reason for the suspension as well as the deadline for the employee to exercise his or her right to appeal the suspension to the Board or Board-appointed hearing examiner before it is imposed. At the request of the professional employee made within five calendar days of receipt of a pre-suspension notification, the Board or Board-appointed hearing examiner will conduct a pre-suspension hearing. The Board or its designee shall notify the professional employee of the date and time of the hearing. At the pre-suspension hearing, the professional employee or his/her representative may present evidence. If the employee does not appeal the pre-suspension notification, the Superintendent or designee shall report the action to the Board at its next regularly scheduled meeting.

Suspension With Pay

The Board or Superintendent or designee may suspend a professional employee with pay: (1) during an investigation into allegations of disobedience or misconduct whenever the employee's continued presence in his or her position would not be in the School District's best interests, (2) as a disciplinary measure for misconduct that is detrimental to the School District as defined above, or (3) pending a Board hearing to suspend a teacher without pay.

The Superintendent shall meet with the employee to present the allegations and give the employee an opportunity to refute the charges. The employee will be told the dates and times the suspension will begin and end.

Employees Under Investigation by Illinois Dept. of Children and Family Services (DCFS)

Upon receipt of a DCFS recommendation that the District remove an employee from his or her position when he or she is the subject of a pending DCFS investigation that relates to his or her employment with the District, the Board or Superintendent or designee, in consultation with the Board Attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended by DCFS, proceeding with:
 - a. A suspension with pay; or
 - b. A suspension without pay.

Repayment of Compensation and Benefits

If a professional employee is suspended with pay, either voluntarily or involuntarily, pending the outcome of a criminal investigation or prosecution, and the employee is later dismissed as a result of his or her criminal

conviction, the employee must repay to the District all compensation and the value of all benefits received by him or her during the suspension. The Superintendent will notify the employee of this requirement when the employee is suspended.

LEGAL REF.: 105 ILCS 5/24-12.
5 ILCS 430/5-60(b), State Officials and Employee Ethics Act.
325 ILCS 5/7.4(c-10), Abused and Neglected Child Reporting Act.
Cleveland Bd. of Educ. v. Loudermill, 470 U.S. 532 (1985).
Barszcz v. Cmty College Dist. No. 504, 400 F.Supp. 675 (N.D. Ill. 1975).
Massie v. East St. Louis Sch. Dist. No.189, 203 Ill.App.3d 965 (5th Dist. 1990).

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

ADOPTED: July 21, 2022

Instruction

Teaching About Religions

The School District's curriculum may include the study of religions as they relate to geography, history, culture, and the development of various ethnic groups. The study of religions shall give neither preferential nor derogatory treatment to any single religion, religious belief, or to religion in general. The study of religions shall be treated as an academic subject with no emphasis on the advancement or practice of religion.

LEGAL REF.: School Dist. of Abington Twp v. Schempp, 374 U.S. 203 (1963).
Allegheny County v. ACLU Pittsburgh Chapter, 492 U.S. 573 (1989).

CROSS REF.: 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:255 (Assemblies and Ceremonies)

ADOPTED: July 21, 2022

Instruction

Teaching About Controversial Issues

The Superintendent shall ensure that all school-sponsored presentations and discussions of controversial or sensitive topics in the instructional program, including those made by guest speakers, are:

- Age-appropriate. Proper decorum, considering the students' ages, should be followed.
- Consistent with the curriculum and serve an educational purpose.
- Informative and present a balanced view.
- Respectful of the rights and opinions of everyone. Emotional criticisms and hurtful sarcasm should be avoided.
- Not tolerant of profanity or slander. Disruptive conduct is prohibited and may subject a student to discipline.

The District specifically reserves its right to stop any school-sponsored activity that it determines violates this policy, is harmful to the District or the students, or violates State or federal law.

LEGAL REF.: Garcetti v. Ceballos, 547 U.S. 410 (2006).
Mayer v. Monroe Cnty. Cmty. Sch. Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: 6:40 (Curriculum Development), 6:255 (Assemblies and Ceremonies)

ADOPTED: July 21, 2022

Instruction

Education of Homeless Children

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education. A *homeless child* is defined as provided in the McKinney-Vento Homeless Assistance Act and the Education for Homeless Children Act. The Superintendent or designee shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation.

A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney-Vento Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school. If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the Regional Superintendent and provide the child or his or her parent/guardian with a written explanation for the denial. Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.

LEGAL REF.: 42 U.S.C. §11431 *et seq.*, McKinney-Vento Homeless Assistance Act.
105 ILCS 45/, Education for Homeless Children Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

ADMIN. PROC.: 6:140-AP (Education of Homeless Children)

ADOPTED: July 21, 2022

Instruction

Homework

Homework is part of the District's instructional program and has the overarching goal of increasing student achievement. Homework is assigned to further a student's educational development and is an application or adaptation of a classroom experience. The Superintendent shall provide guidance to ensure that homework:

1. Is used to reinforce and apply previously covered concepts, principles, and skills;
2. Is not assigned for disciplinary purposes;
3. Serves as a communication link between the school and parents/guardians;
4. Encourages independent thought, self-direction, and self-discipline; and
5. Is of appropriate frequency and length, and does not become excessive, according to the teacher's best professional judgment.

Missed Homework

Students absent for a valid cause may make up missed homework in a reasonable timeframe per policy 7:70, *Attendance and Truancy*.

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

ADOPTED: July 21, 2022

Instruction

Achievement and Awards

Awards and Honors

The Superintendent shall maintain a uniform process for presenting awards and honors for outstanding scholarship, achievement, and/or distinguished service in school activities in such a way as to minimize bias and promote fairness. The Superintendent shall supervise the selection of the recipient(s).

All donations for awards, honors, and scholarships must receive the School Board's prior approval.

ADOPTED: July 21, 2022

**IASB POLICY REFERENCE MANUAL
TABLE OF CONTENTS
SECTION 7 - STUDENTS**

Equity

- 7:10 Equal Educational Opportunities
- 7:15 Student and Family Privacy Rights
- 7:20 Harassment of Students Prohibited

Assignment and Admission

- 7:30 Student Assignment and Intra-District Transfer
- 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students
- 7:50 School Admissions and Student Transfers To and From Non-District Schools
- 7:60 Residence

Attendance

- 7:70 Attendance and Truancy
- 7:80 Release Time for Religious Instruction/Observance
- 7:90 Release During School Hours
- 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
- 7:110 **OPEN**
- 7:120 **OPEN**

Rights and Responsibilities

- 7:130 Student Rights and Responsibilities
- 7:140 Search and Seizure
- 7:150 Agency and Police Interviews
- 7:160 Student Appearance
- 7:165 School Uniforms
- 7:170 Vandalism
- 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:185 Teen Dating Violence Prohibited
- 7:190 Student Behavior
- 7:200 Suspension Procedures
- 7:210 Expulsion Procedures
- 7:220 Bus Conduct
- 7:230 Misconduct by Students with Disabilities
- 7:240 Conduct Code for Participants in Extracurricular Activities

Welfare Services

- 7:250 Student Support Services
- 7:260 Exemption from Physical Education
- 7:270 Administering Medicines to Students
- 7:275 Orders to Forgo Life-Sustaining Treatment
- 7:280 Communicable and Chronic Infectious Disease
- 7:285 Anaphylaxis Prevention, Response, and Management Program
- 7:290 Suicide and Depression Awareness and Prevention
- 7:300 Extracurricular Athletics
- 7:305 Student Athlete Concussions and Head Injuries
- 7:310 Restrictions on Publications; Elementary Schools
- 7:315 Restrictions on Publications; High Schools
- 7:320 **OPEN**
- 7:325 Student Fundraising Activities
- 7:330 Student Use of Buildings - Equal Access

Records

- 7:340 Student Records
- 7:345 Use of Educational Technologies; Student Data Privacy and Security

Students

Student and Family Privacy Rights

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in School Board policy 6:10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

Surveys Created by a Third Party

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent(s)/guardian(s) may inspect the survey or evaluation, upon their request and within a reasonable time of their request.

This section applies to every survey: (1) that is created by a person or entity other than a District official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Survey Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardian(s) may:

1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or
2. Refuse to allow their child to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

Instructional Material

A student's parent(s)/guardian(s) may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Physical Exams or Screenings

No school official or staff member shall subject a student to a non-emergency, invasive physical examination or screening as a condition of school attendance. The term *invasive physical examination* means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

The above paragraph does not apply to any physical examination or screening that:

1. Is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.
2. Is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*).
3. Is otherwise authorized by Board policy.

Selling or Marketing Students' Personal Information Is Prohibited

No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term *personal information* means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

The above paragraph does not apply: (1) if the student's parent(s)/guardian(s) have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's *personal information* to a business organization or financial institution that issues credit or debit cards.

Notification of Rights and Procedures

The Superintendent or designee shall notify students' parents/guardians of:

1. This policy as well as its availability upon request from the general administration office.
2. How to opt their child out of participation in activities as provided in this policy.
3. The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled or expected to be scheduled.
4. How to request access to any survey or other material described in this policy.

This notification shall be given parents/guardians at least annually, at the beginning of the school year, and within a reasonable period after any substantive change in this policy.

The rights provided to parents/guardians in this policy transfer to the student when the student turns 18 years old, or is an emancipated minor.

LEGAL REF.: 20 U.S.C. §1232h, Protection of Pupil Rights Act.
325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act.
105 ILCS 5/10-20.38.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 6:210 (Instructional Materials), 6:260
(Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student
Rights and Responsibilities), 7:240 (Conduct Code for Participants in Extracurricular
Activities), 7:300 (Extracurricular Athletics)

ADOPTED: July 21, 2022

Students

Administering Medicines to Students

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

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed *School Medication Authorization Form (SMA Form)* is submitted by the student's parent/guardian.

No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

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

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

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed an *SMA Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an *SMA Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. *Undesignated asthma medication* means an asthma medication prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having *respiratory distress*. Respiratory distress may be characterized as *mild-to-moderate* or *severe*. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. *Undesignated epinephrine injector* means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a *medical cannabis infused product* to be administered to a student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:
 - a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
 - b. Copies of the registry identification cards are provided to the District;
 - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*; and
 - d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Void Policy

The **School District Supply of Undesignated Asthma Medication** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for

undesigned epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesigned school epinephrine injectors.

The **School District Supply of Undesigned Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesigned school opioid antagonists.

The **School District Supply of Undesigned Glucagon** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for glucagon from a qualifying prescriber, or (2) fill the District's prescription for undesigned school glucagon.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesigned Medication

Upon any administration of an undesigned medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Undesigned Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation, parents/guardians of students, should rely on the District for the availability of undesigned medication. This policy does not guarantee the availability of undesigned medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b, 5/22-30, and 5/22-33.
105 ILCS 145/, Care of Students with Diabetes Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
720 ILCS 550/, Cannabis Control Act.
23 Ill.Admin.Code §1.540.

CROSS REF.: 7:285 (Anaphylaxis Prevention, Response, and Management Program)

ADMIN. PROC.: 7:270-AP1 (Dispensing Medication), 7:270-AP2 (Checklist for District Supply of Undesigned Asthma Medication, Epinephrine Injectors, 7:270-E1 (School Medication Authorization Form), 7:270-E2 (School Medication Authorization Form - Medical Cannabis)

ADOPTED: July 21, 2022

Students

Anaphylaxis Prevention, Response, and Management Program

School attendance may increase a student's risk of exposure to allergens that could trigger anaphylaxis. Students at risk for anaphylaxis benefit from a School Board policy that coordinates a planned response in the event of an anaphylactic emergency. Anaphylaxis is a severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat. A severe allergic reaction usually occurs quickly; death has been reported to occur within minutes. An anaphylactic reaction can also occur up to one to two hours after exposure to the allergen.

While it is not possible for the District to completely eliminate the risks of an anaphylactic emergency when a student is at school, an Anaphylaxis Prevention, Response, and Management Program using a cooperative effort among students' families, staff members, students, health care providers, emergency medical services, and the community helps the District reduce these risks and provide accommodations and proper treatment for anaphylactic reactions.

The Superintendent or designee shall develop and implement an Anaphylaxis Prevention, Response, and Management Program for the prevention and treatment of anaphylaxis that:

1. Fully implements the Ill. State Board of Education (ISBE)'s model policy required by the School Code that: (a) relates to the care and response to a person having an anaphylaxis reaction, (b) addresses the use of epinephrine in a school setting, (c) provides a full food allergy and prevention of allergen exposure plan, and (d) aligns with 105 ILCS 5/22-30 and 23 Ill.Admin.Code §1.540.
2. Ensures staff members receive appropriate training, including: (a) an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management, and (b) training required by law for those staff members acting as *trained personnel*, as provided in 105 ILCS 5/22-30 and 23 Ill.Admin.Code §1.540.
3. Implements and maintains a supply of undesignated epinephrine in the name of the District, in accordance with policy 7:270, *Administering Medicines to Students*.
4. Follows and references the applicable best practices specific to the District's needs in the Centers for Disease Control and Prevention's *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs* and the *National Association of School Nurses Allergies and Anaphylaxis Resources/Checklists*.
5. Provides annual notice to the parents/guardians of all students to make them aware of this policy.
6. Complies with State and federal law and is in alignment with Board policies.

Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy at least once every three years by conducting a review and reevaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its reevaluation and assessment of this policy's outcomes and effectiveness. Any updates will reflect any necessary and appropriate revisions.

LEGAL REF.: 105 ILCS 5/2-3.182, 5/10-22.39(e), and 5/22-30.
23 Ill.Admin.Code §1.540.
Anaphylaxis Response Policy for Illinois Schools, published by ISBE.

CROSS REF.: 4:110 (Transportation), 4:120 (Food Services), 4:170 (Safety), 5:100 (Staff Development Program), 6:120 (Education of Children with Disabilities), 6:240 (Field Trips), 7:180 (Prevention of and Response to Bullying, Intimidation and Harassment), 7:250 (Student Support Services), 7:270 (Administering Medicines to Students), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: July 21, 2022