



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

AGENDA – REGULAR MEETING
August 20, 2020 7:00 PM
Videoconference

Call to Order and Roll Call

Communications

- NSSEO Report
- Education Foundation
- PTO Reports
- Board President Report

Community Comments

Staff Reports

- Summer 2020 Construction Projects Report
- Superintendent Report
 - Staffing Plan Update
 - Enrollment Update
- Report the 2020 – 2021 Tentative Budget

Consent Agenda

1. Minutes of the following Board of Education Meetings
 - Regular Business Meeting July 16, 2020 – Open and Closed Sessions
 - Special Meeting July 23, 2020 – Open Session
2. Personnel Transactions (Goals 5a/6a)
 - Approve short-term contract of an interim administrative individual
 - Approve the employment of four certified individuals
 - Approve the leave of absence of one certified employee
 - Accept the resignation of one certified individual
 - Approve the employment of one ESP individual
 - Accept the resignation of two ESP employees
3. Financial Reports – July 2020 (Goal 6b)
4. Accounts Payable Bills (Goal 6b)

Unfinished Business – None

Community Comments

New Business

1. Approve the 2020-2021 Tentative Budget
2. Approve Second Read of Board of Education Policy 7:160 Student Appearance
3. First Read of the Following Board of Education Policies
 - Policy 2:220 – School Board Meeting Procedure
 - Policy 4:180 – Pandemic Preparedness; Management; and Recovery
 - Policy 7:40 – Nonpublic School Students, Including Parochial and Home-Schooled Students
 - Policy 7:190 – Student Behavior
 - Policy 7:340 – Student Records
 - Policy 7:345 – Use of Educational Technologies; Student Data Privacy and Security

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

Board Discussion

Closed Session

Board Action may or may not take place following Closed Session

Adjournment

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**MOUNT PROSPECT SCHOOL DISTRICT 57
2020-2021 TENTATIVE STAFFING PLAN
FOR TENTATIVE BUDGET APPROVAL 8/20/20**

	Fairview	Lions Park	Westbrook	Lincoln	Administration	Totals
Administrators	2.00	2.00	2.00	3.00	5.00	14.00
Certified	40.26	39.95	35.36	57.53	0.50	173.60
ESP	21.45	22.50	35.25	28.20	13.38	120.78
Kids Corner ESP	3.28	3.28	3.14			9.70
ESP Total	24.73	25.78	38.39	28.20	13.38	130.48
TOTAL	66.99	67.73	75.75	88.73	18.88	318.08

TOTAL STAFFING PLAN FOR FY21

318.08

	2020-21 Preliminary Staffing Pain Approved Approved 3/19/20	2020-21 Tentative Staffing Plan For Approval 8/20/20	Difference From 2020-21 Preliminary Staffing Plan Approved 3/19/20 to 2020-21 Tentative Staffing Plan For Approval 8/20/20
Administrators	14.00	14.00	+0.00
Certified	172.10	173.60	+1.50
ESP	123.48	130.48	+7.00
Total	309.58	318.08	+8.50

Changes from Official Staffing Plan Approved 9/26/19 to Preliminary Staffing Plan Approved 3/19/20

Increase 1-6-20	ESP	+1.0 Instructional Assistant Sp Ed at FV
Decrease for 20-21	Certified	-1.00 Student Services Coordinator at LN
Increase for 20-21	Administrator	+1.0 Administrative Support/Student Services at LN

Changes from Preliminary Staffing Plan Approved 3/19/20 to Tentative Staffing Plan for Approval 8/20/20

Increase	ESP	+0.05 O/T at Lions Park
Decrease	ESP	-0.05 O/T at Westbrook
Increase 7-1-20	ESP	+4.0 Health Clerical Assistants - 1 at each school
Increase 7-1-20	ESP	+4.0 Custodians - 1 at each school
Decrease 7-1-20	ESP	-1.0 Nurse at LP changed from ESP to certified
Increase 7-1-20	Certified	+1.0 Nurse at LP from ESP to certified
Increase 8-4-20	Certified	+1.0 Grade 2 Teacher at Lions Park
Decrease 8-10-20	Certified	-0.50 Special Ed Teacher at Westbrook



Mount Prospect School District 57
Board of Education Memo: Comparison Enrollment Data
August 20, 2020

Following is a list of enrollment by grade level by school and section breakdown for Fall 2020, Fall 2019, Spring 2020. In parentheses following the actual Fall 2020 enrollment is the projected enrollment from the Fall 2019 Enrollment Study:

School	Grade	Fall 2020 Enrollment	Fall 2020 Sections	Fall 2020 Range	Fall 2019 Enrollment	Fall 2019 Sections	Fall 2019 Range	Spring 2020 Enrollment	Spring 2020 Sections	Spring 2020 Range
WB	KDG	184 (198)	9	20-21	200	9	22-23	205	9	22-23
	First	235 (230)	10	23-24	231	10	23-24	232	10	23-24
FV	Second	118 (132)	6	20-21	132	6	22	135	6	22-23
	Third	133 (130)	6	22-23	141	6	23-24	140	6	23-24
	Fourth	143 (144)	6	23-24	123	5	24	124	5	24-25
LP	Fifth	127 (124)	5	25-26	146	6	24-25	146	6	24-25
	Second	131 (115)	6	21-22	106	5	21-22	109	5	21-22
	Third	111 (112)	5	22-23	139	6	23-24	138	6	23
LN	Fourth	143 (146)	6	23-24	122	5	24-25	123	5	24-25
	Fifth	124 (123)	5	24-25	117	5	23-24	116	5	23-24
	Sixth	260 (275)	9	Avg. 28-29	267	9	Avg. 30	269	9	Avg. 30
	Seventh	268 (271)	9	Avg. 29-30	243	9	Avg. 27	242	9	Avg. 27
	Eighth	243 (242)	9	Avg. 27	271	9	Avg. 30	267	9	Avg. 30
Total		2,220 (2,242)			2,238			2,246		

Lincoln sections are different than sections at the elementary school due to different academic levels for mathematics (standard, and accelerated, accelerated plus) and ELA (standard and accelerated). The averages in the chart above would pertain to social studies, science, physical education, foreign language, and broad experience classes.

Following are numbers, sections, and averages for mathematics and ELA:

Math

6th Grade Standard Mathematics Level: 121 students @ 4 sections = 30 students/section

6th Grade Accelerated Mathematics Level: 83 students @ 3 sections = 28 students/section

6th Grade Accelerated Plus Mathematics Level: 50 students @ 2 sections = 25 students/section

7th Grade Standard Mathematics Level: 115 students @ 4 sections = 29 students/section
7th Grade Accelerated Mathematics Level: 89 students @ 3 sections = 30 students/section
7th Grade Accelerated Plus Mathematics Level: 58 students @ 2 sections = 29 students/section

8th Grade Standard Mathematics Level: 98 students @ 4 sections = 25 students/section
8th Grade Accelerated Mathematics Level: 86 students @ 3 sections = 29 students/section
8th Grade Accelerated Plus Mathematics Level: 51 students @ 2 sections = 26 students/section

ELA (excluding special education and EL sections):

6th Grade Standard ELA: 164 students @ 6 sections = 27 students/section
6th Grade Accelerated ELA: 86 students @ 3 sections = 29 students/section

7th Grade Standard ELA: 147 students @ 5 sections = 29 students/section
7th Grade Accelerated ELA: 117 students @ 4 sections = 29 students/section

8th Grade Standard ELA: 114 students @ 5 sections = 23 students/section
8th Grade Accelerated ELA: 115 students @ 4 sections = 29 students/section



Board of Education

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Call to Order and Roll Call

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

Board Discussion

• Questions and Answers with Board Attorney

The attorney for the district, Lynn Himes, was on the Zoom meeting to answer any questions for the Board. President Kowalczyk asked the Board if they had any questions for Mr. Himes but no one did. President Kowalczyk asked about the mask requirement from the Department of Health and if the district needed to put something in place. Mr. Himes said it is his firm's opinion that we do not need any specific policy. He said some districts want to adopt a policy to refer to. He shared drafted language for the district's appearance policy and the student handbook. President Kowalczyk asked what if parents refuse to abide by the policy. Mr. Himes said if that happens, the child would become remote learning and there would not be any specialized plans. Superintendent Aumiller said if the Board wants to add that language to the policy, the July 16 meeting would satisfy the first read and the Board could approve it in August. A Board member asked what happens if a child can't wear a face mask and Mr. Himes said we would have to have a note from the child's doctor. Another member asked if it would just be normal discipline if a student takes off his or her mask and Mr. Himes answered that the district should treat it with the least amount of discipline. Someone else asked if it is a problem if the desks are not six feet apart and Mr. Himes stated that we do the best we can. Another question was asked if the district would have any disposable masks. Superintendent Aumiller said the expectation is that students and staff come with their masks but masks will be provided if they don't have one. Mr. Himes also mentioned that the policy covers sick time with some additional FMLA benefits due to COVID-19. He said it is best to accommodate and relieve employees' stress.

Communications

Board of Education

- NSSEO: Member Maye said there was no meeting to report.
- Education Foundation: No report.
- PTO Reports: None.
- Board President Report: No report.

Community Comments

Any community member who wished to address the Board was to send an email to Superintendent Aumiller with their questions or comments and the email would be read at the meeting. President Kowalczyk read each of the emails. There were about thirty-five emails from people of which eight were from staff. Many started their comments with a phrase stating that they didn't envy the administration and Board having to make this decision. Everyone expressed concern for the safety of staff and children. The emails were about plans to reopen school, use of masks, how social distancing could happen in the classrooms and during passing periods and arrival and departure. There was concern over lunch and the length of time students would be confined in the same classroom. There were many comments and questions regarding if a student or a student's family member tested positive for COVID-19, how would the district handle it and the large numbers of those that could be exposed. There were questions and comments regarding hybrid learning and support for parents for remote learning. Another person

commented that working parents may need to have their children back in school so that they can return to work. President Kowalczyk commented that everyone is concerned about next year. She said this is all new for all of us and we will get through this together.

Staff Reports

- **Fall 2020 Back to School Update**

Superintendent Aumiller prefaced the presentation stating that through reliable sources, Governor Pritzker might make an announcement possibly the next day or in the near future that all schools will be remote learning this fall. She also said the presentation would be emailed to the community and also available on the district's website.

Dr. Mary Gorr, Assistant Superintendent for Teaching and Learning, started the D57 Readiness Plan to Safely Re-engage Students and Staff in the 2020-21 School Year presentation. She said the district received 1,500 survey responses and 59% of parents expressed certainty in sending their students for in-person learning, 39% expressed hesitancy and 2% expressed certainty of not sending their students for in-person learning. Overall, there was a desire for parental choice and 41% of parents indicated an interest in enrolling their students in full-time remote learning. She said staff feedback expressed desire for in-person and remote learning option. The Task Force was made up of 63 teachers, ESP staff members, and administrators working in three groups: Operational Planning Team, Teaching and Learning Teams for in-person and remote. There has been close collaboration with the MPEA and MPESPA Union leadership. Parents would need to make a decision by July 27 if they wanted full-time in-person learning or full-time remote learning. Dr. Gorr talked about the protocols if anyone tested positive or if anyone had been in close contact with anyone who tested positive for COVID-19. Both in-person and remote learning would have similar expectations around coursework and grading. IEP teams would ensure IEP goals and supports are appropriate. There would be weekly social emotional learning lessons with appropriate themes. There will be Chromebooks for all kindergarten through 8th grade students. Dr. Gorr explained the procedures for both in-person learning and remote learning.

Mr. Adam Parisi, Assistant Superintendent for Finance and Operations, explained how arrival and dismissal would be handled. He said all students and staff would be required to wear masks. There will be Plexiglas dividers for small group instruction and additional daytime custodians and health assistants would be hired. Lincoln's schedule would be adjusted to minimize movement, passing periods would be staggered to decrease hall traffic, and students will go outside when weather permits. Many students will eat in their classrooms and food would be available to be purchased in the Lincoln cafeteria. He said parents would be required to certify students are symptom free and if a student gets sick during the day, there will be an additional nurse's office as an isolation room. A health clerical assistant will be hired for each building. There would be no drinking from water fountains; only water bottle refills. Mr. Parisi also spoke about the crisis budget which includes between \$500,000 and \$750,000 to be spent on PPE. Some items are face shields and N95 masks for specialized personnel, hand sanitizer, Plexiglas, floors would be marked for social distancing, gowns for nurses and nurses' assistants, and signage. He talked about transportation and said all students would wear masks for the entire ride, 50 or less people on a bus, and the buses sanitized prior to the a.m. and p.m. routes. Mr. Parisi reviewed enrollment dates and said the first day for students would be August 20.

President Kowalczyk thanked Dr. Aumiller, Dr. Gorr, and Mr. Parisi for the presentation and said a lot of the community questions were answered by the presentation. She opened the discussion to questions from the Board. Member Kobus asked if lunch would be staggered or if all the students would eat at the same time. Superintendent Aumiller answered that they would all eat at the same time. Member Kobus also asked how it would work with subs if they needed to be quarantined and Dr. Aumiller said we are still working out the details regarding the subs and have had no guidance from ISBE. Member Maye asked if administration has considered a hybrid model. Superintendent Aumiller said all the

superintendents from the elementary schools that feed into Districts 211 and 214 thought the hybrid model would be a real burden on staff to be teaching in-person two days and two days remote. It is also hard for working families who would need childcare for three days per week. Member Maye also asked if the district would consider a model where students could do both. Dr. Aumiller said the logistics would be difficult and we would need additional staffing to do so. Vice President Chung commented that she was surprised about some of the emails from the teachers that were read by President Kowalczyk during community comments and asked if teachers could choose which model of learning they wanted. She said the emails from teachers favored remote learning and asked if Dr. Aumiller had heard from teachers who wanted in-person learning. Superintendent Aumiller said a survey went to the teachers asking them to let us know their preference but, she said they could end up with a different grade level. Member Rothrauff questioned the movement between periods, bathroom use during passing periods, why the cafeteria would be open and if it would be better to deliver the food from the cafeteria to the classrooms where the students would be eating their lunch. Mr. Parisi said some students receive free lunch and others purchase lunch but everything would be pre-packaged. There were also questions regarding Kids' Corner. Mr. Parisi said it would be limited to 50 people and that registration would be on first-come basis. Member Fay had questions concerning how classes would be affected if teachers became sick and if classes could be brought down to 20 students. Superintendent Aumiller said we would not be able to get the class sizes down to only 20 students. Member Fay also said she was surprised that the teachers were not aware of the plan before it was presented. Dr. Gorr said the Task Force was a large group and that when we use teachers during the summer, we need to pay them and District 57 resources are limited. Superintendent Aumiller said Dr. Gorr wanted to give the presentation to staff before the Board but she wanted the Board to see it first. Member McCluskey asked if teachers could handle larger class sizes online. Superintendent Aumiller answered that the teachers' contract addresses large class size. Member McCluskey also inquired if we are mandated to remote learning, can we put teachers most interested in online in the "driver's position" and Dr. Aumiller said if we had teachers interested in teaming up we would be open to it. President Kowalczyk asked about how the self-screening by parents would work. Dr. Aumiller said there would be significant signage around the buildings and also the newsletters would state that by parents sending their child to school, they are certifying the child is okay. President Kowalczyk also asked if there was any more money than \$77,000 coming from the CARES Act. Dr. Gorr said there is also about \$20,000 from the Department of Education. Administration was also asked about filtering the air and Mr. Parisi said the air would be circulated more and filters changed more often. Another question was what would happen if students have COVID-like symptoms but not COVID. Mrs. Tyburski, Director of Student Services, said as it stands now, we would have to isolate them. President Kowalczyk asked Mr. Parisi if he would look at the cost of putting Plexiglas-like partitions around each desk. President Kowalczyk said we should all respect everyone's views and thanked administration for all the work they are doing to come up with a solution for what is best for the students and families in District 57.

- Prevention and Response to Bullying, Intimidation and Harassment

Mrs. Sara Tyburski, Director of Student Services, did a presentation on Prevention of and Response to Bullying, Intimidation, and Harassment. She said per Board Policy 7:180, the Board is required to review this annually. She said Olweus, the program the district uses, defines bullying as when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending himself or herself. The definition from ISBE is more detailed and allows for a single instance to be considered bullying if it is severe. She talked about administrator training in Restorative Justice and how it plays a part in bullying prevention. Even though the district's percent of students reporting harm was under 5%, the numbers are the highest in first and second grade. She felt that is because this age group is learning to work together. She said the district encourages the reporting of bullying. The results of a survey showed that 20% of third graders reported that they were bullied 2-3 times a month or more and the lowest was sixth grade at 6%. These numbers are below the national comparison. There were two founded incidents of bullying – one at Westbrook which took place in the bathroom and one at Lincoln which was cyber bullying from home. Both showed no bystander participation or intervention.

Social emotional learning in District 57 includes the Olweus Bullying Prevention Program, school-wide expectations, and restorative justice. Mrs. Tyburski answered two questions from the Board. The first question asked if there was any difference between Fairview and Lions Park and Mrs. Tyburski answered no. She was also asked if the percentage in each grade level increased or decreased over the last 3-5 years and she said there has not been a wide variance over the last 5 years.

- Financial Projections and Budget Assumptions

Mr. Adam Parisi, Assistant Superintendent for Finance and Operations, did a presentation on FY21 Budget Assumptions. He said the Board of Education is required by Illinois School Code to approve a budget for the fiscal year. He said this year with the COVID-19 pandemic, we are in a crisis and this is a crisis budget. He said in past years, he always said he'd balance the budget but this year is much more challenging. He said because of COVID-19 we are adding an additional eight positions to the staffing plan – four full time day custodians and four full time health clerical assistants. The cost for PPE (Personal Protective Equipment) as of today is \$500,000 and could possibly be higher.

In order to prepare a budget, assumptions are developed to create a financial plan. The budget process starts in March when the Board approves the staffing plan. He met from May to July with all administrators to work on each department's budget. Mr. Parisi reviewed the operating funds by revenue source. He said 81% of the district's budget comes from property taxes, 9% from other local funds such as registration and transportation, another 6% from Evidence Based Funding, minimal from other state revenue, and 3% from federal funds. He showed revenue historical trends and projections.

He then shared the expenditures by object with 69% going for salaries and benefits and 13% for capital outlay due to maintenance of facilities. Changes will occur prior to the Board's approval of the Tentative Budget in August and the Official Budget in September. He shared the strong fund balance projections through FY25 - a result of the referendum. There are unknown financial variables such as COVID-19, TRS pension cost shift, property tax freeze, and other legislative unknowns. Board discussion followed the presentation with Mr. Parisi answering questions from the Board regarding capital improvements and less revenue because the district refunded money for food, transportation, and Circle of Friends due to COVID. Member McCluskey said maybe we could focus on cutting back on projects to deal with the COVID costs. Mr. Parisi said we can't cut the \$2.5M too much because this is ongoing construction and the cost is split over two fiscal years. Vice President Chung asked if we would have a balanced budget if we were only remote learning starting next school year. Mr. Parisi said remote learning would eliminate the need for the eight additional staff. He said the Tentative Budget will be presented to the Board for approval at the August meeting.

- Update of Summer Facilities

Mr. Adam Parisi, Assistant Superintendent for Finance and Operations, gave the Board an update of the projects at each building and what has been completed.

- ✓ Westbrook: The HVAC controls are in the process of being replaced. The asphalt in the basketball courts was demolished, grading completed, and the testing is occurring. The sensory floors in the Early Childhood hallway are being laser jet cut and installation should happen the first week of August.
- ✓ Fairview: The parking lot being replaced has been demoed and the underground utility and storm retention are being worked on.
- ✓ Lions Park: The parking lot being replaced has been demoed, the underground utility and storm retention completed, and in the process of grading. The electrical and gas have been completed and waiting for the chiller to be powered up.

- ✓ Lincoln: The gas piping to RTU has been completed for the replacement of the HVAC and installation of air conditioning in the Busse Gym. The hallway lockers have been repaired and in the process of being painted. The replacement of the floors in the classrooms and cafeteria have been completed and the locker room floors should be completed this week. The electrical and gas for adding two generators has been completed and waiting for the generators to be powered up.
- ✓ Administration Building: The receiving dock room has been built and painted. We are waiting for the electrical to be completed.

Mr. Parisi said there will be a physical or virtual walk-through of the buildings for the Board in August.

Consent Agenda

President Kowalczyk said it was not necessary to pull the Minutes from the Consent Agenda because all members were present at the June 18 meeting. President Kowalczyk asked if anyone wanted any other item removed but no one did. Vice President Chung reviewed the bills and said everything was in order. She also commented on the positive results on the district's finances since Mr. Parisi became the Treasurer in 2017. She said the district earned interest income of \$12,000 in June 2018, \$22,000 in June 2019, and \$64,000 in June 2020. She thanked Mr. Parisi for his work in overseeing the district's finances. President Kowalczyk entertained a motion to approve the Consent Agenda. Member Maye moved, seconded by Vice President Chung, to approve the items of the Consent Agenda as follows

Item 1. Minutes of the Regular Business Meeting of June 18, 2020 – Open Session

Item 2. Personnel Transactions

Approve the employment for the following certified individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Ashley Koeller	Teacher – Special Ed	Lions Park	8/17/20	* \$53,978/year

*Salary includes Board paid TRS

Approve the change of status of the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>	<u>Salary</u>
Catherine Bauer	From 1.0 FTE ESP Nurse to 1.0 FTE Certified Nurse	Lions Park	8/17/20	* \$58,136/year

*Salary includes Board paid TRS

Approve the employment of the following ESP individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Sylwia Engquist	Building Technology Asst.	Lions Park	7/29/20	\$18.98/hour

Item 3. Financial Reports – June 2020

Item 4. Accounts Payable Bills Totaling \$321,263.59

Item 5. Approve Donations Report

Item 6. Approve Tuition Reimbursement

Item 7. Approve Review of the Closed Session Minutes for the Period of July 2018 through December 2018 and Destruction of Closed Session Audio Tapes prior to December 2018

Item 8. Approve Revised 2020-2021 Calendar

Roll call vote resulted as follows

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

Unfinished Business

None

Community Comments

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

New Business

Superintendent Aumiller verified that the Board wanted Policy 7:160, Student Appearance, as First Read. She said the policy would be on the August 20 agenda for approval.

Closed Session

President Kowalczyk said there was need for Closed Session for the purpose of discussing collective negotiating matters between the public body and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. Board action would not follow closed session. She entertained a motion. Member Fay moved, seconded by Member Rothrauff, to move into closed session. Roll call vote resulted as follows

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

No: None Motion carried and the Board convened into Closed Session at 10:58 p.m.

Regular Session

Member Fay made a motion, seconded by Vice President Chung, to return to open session. All members voted yes and the Board reconvened into open session at 11:15 p.m.

Adjournment

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

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

No: None Motion carried and the meeting adjourned at 11:16 p.m.

Virginia Webster, Secretary

Eileen B. Kowalczyk, President

Date of approval: August 20, 2020



Board of Education

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Call to Order and Roll Call

President Eileen Kowalczyk called the Special Meeting of the Board of Education of July 23, 2020, held via Zoom conferencing, to order at 7:11 p.m. Board members present: Vicki Chung, Kimberly Fay, Jennifer Kobus, Brian Maye, Gerald McCluskey, Rachael Rothrauff, and Eileen Kowalczyk. Absent: None.

In addition, Principals Katie Kelly, Dan Ophus, Paul Suminski, and Kristin Vonder Haar were part of the Zoom meeting to participate in discussion with the Board, as well as, MPEA Co-Presidents Loretta Rose and Elizabeth Straczek and MPESPA President Philene Fotopoulos and MPESPA Vice President Elin Lonergan.

Community Comments

Any community member who wished to address the Board was to send an email to Superintendent Aumiller with their questions or comments by noon Thursday, July 23. In order to facilitate an efficient meeting, President Kowalczyk had informed the community through an email sent July 21 that a document would be posted to the website two hours before the meeting so that everyone had the opportunity to read the comments and questions. President Kowalczyk read several of the community comment emails that were posted to the website and a couple that were not included. The emails were about plans to reopen school by in-person/remote learning, or a hybrid model. President Kowalczyk thanked everyone who sent comments.

Staff Report

- Update on 20-21 Readiness Plan

Superintendent Aumiller said the special meeting was to further discuss options for the 2020-21 school year. She said at last week's Board of Education meeting, an option was presented giving parents the choice of remote or full in-person instruction. She said things are changing daily but at the time, that seemed to be the best option. She said administration has received many emails from parents and staff and checking with surrounding districts, four additional options would be presented at the special meeting. Superintendent Aumiller introduced the Co-Presidents of the MPEA, Loretta Rose and Elizabeth Straczek, the President of the MPESPA, Philene Fotopoulos, and the Vice President of the MPESPA, Elin Lonergan.

MPEA Co-President Elizabeth Straczek said she is a teacher in District 57, a community member, and her children were former District 57 students. She urged the Board to make the decision to start the school year as remote only. She said the staff meets virtually for safety. She urged this for everyone's safety and said two-thirds of MPEA members preferred remote. She said the schools will not be closed – the buildings will be. She said they could not choose an option that put staff, parents, and students at risk.

Philene Fotopoulos, President of MPESPA, said she has been working in an ESP position since 1998 as an instructional assistant at Lions Park. She referenced a microburst that happened at the end of a school day many years ago and another incident about a lockdown at the start of a school day. She said these safety issues caused stress for the students. She implored the Board to make safety of staff and students the priority.

Dr. Mary Gorr, Assistant Superintendent for Teaching and Learning, shared what administration has been working on for the last seven days. She said it has been a massive collaboration with hearing about staff concerns and preferences, feedback from parents since the July 16 Board meeting, rising trends in

new Coronavirus cases, changing course of local school districts, and overall concerns about safety, quality, and sustainability of in-person learning. Dr. Gorr said there were five options for the fall, one of which was the option presented July 16. She presented each of the five options. Some of the options were different for middle school. The models included half day hybrid without lunch, full day hybrid with lunch, full in-person with lunch, and full remote learning. She said the hybrid models would allow for in-person instruction but would be difficult to sustain due to staff absences and quarantining, additional cost for bus routes, and challenges to staff enrichment and intervention services and instruction time for teachers. She gave samples of early childhood, kindergarten and elementary grades. Mr. Paul Suminski, Principal of Lincoln Middle School, presented the difference in the options for the middle school. Mr. Suminski said the students would be split into two or three cohorts for the hybrid models. With some of the middle school hybrid models, the teachers would change classrooms, not the students. It does create problems as all students in advanced language arts might not necessarily be in advanced math. The students might not use lockers to cut down on the congestion in the halls. With the one hybrid middle school model, students who have siblings at other District 57 schools, would have different schedules. Also, busing could be an issue with some of the models.

Dr. Gorr ended her presentation sharing the reasons administration's recommendation was Option 3 which would be remote learning for all students with the exception of about 2% of students who would have some or all in-person learning because of their special needs. A tentative date of October 19 would be targeted to move to a hybrid model if it could be done safely. There would be professional development for all District 57 staff in August related to:

- High Quality Remote Learning Pedagogy
- Technology Updates (Zoom, Screencastify, Newsela, Google Classroom for Grades 2-8, Seesaw for Westbrook, etc.
- Hybrid Model
- Social Distancing and Safety Protocols
- School Improvement Work on Student Assessment Data, Learning and Success Gaps
- Substitute Training

President Kowalczyk thanked administration for all the work they did coming up with the different models. She said the Board is concerned about the safety of staff and students. She asked the Board for questions and comments.

Member Chung asked the union leadership about the date of October 19 to move into the hybrid model. Elizabeth Straczek said it is a revolving situation and Elin Lonergan said that is why we say tentative because we do not know where things will be at that time. Philene Fotopoulos said there are predictions that it could surge in the fall. President Kowalczyk asked if there is a date when we would re-evaluate. Dr. Gorr said she thinks it would be ongoing and thinks communication would be ongoing especially at early Board meetings. We would not want to delay for it to become a last minute decision.

Member Chung asked how the principals feel about this plan. Dan Ophus was the first to respond and he said he thinks there is wisdom in being patient. He said there is a desire to be with students but when you think of the logistics, it seems likely for going back in-person to fail. Sudden changes are hard to flip-flop back and forth. There would be stress if a teacher or family finds out they have to quarantine or extremely unfortunate if there was a death of a student or staff member.

Katie Kelly said her view as a parent and principal is that she wants to be back with students. She said staff is looking for assurance that they and the students will be safe but she struggles with providing the assurance. A drawback with having students in-person is that there is more worry about safety.

Kristin Vonder Haar said safety is biggest concern. If we start out in-person and then have to change to remote, it would be stressful to students and parents.

Paul Suminski said he supports everything the other principals said. Safety trumps everything. It is hard to move forward if concerned about safety and he is concerned how fragile things could get. Remote learning is sustainable.

Dan Ophus said page 34 of the state guidelines list fever and many symptoms. It wouldn't be long after in-person learning started before there would be massive shortages of staff.

President Kowalczyk said the suburbs are now included with Chicago for people to quarantine if they are coming from any of 18 states. She questioned if people would actually quarantine.

Member Chung said at the July 16 meeting, full in-person school or remote learning were offered. She wondered about possibly offering hybrid and full remote. Dr. Gorr said it would be challenging and it would be important what hybrid model. Parents who are concerned about which choices will give them enrichment for their children would depend on the numbers. The more complicated our offering, the more difficult it is to provide.

Member Maye commended administration for the July 16 presentation and now for the amount of time and work that was spent this week to come up with these options. He asked how we would address households with two working parents if the Board decided on Option 3. Superintendent Aumiller said administration has tossed around maybe offering childcare for the day but we have not talked to staff. She said she is not sure if the district can give direction on what families could do. Dr. Gorr mentioned that they are looking into the possibility of Kids' Corner for childcare. Member Maye said he thinks childcare could be an issue for many families and asked about the possibility of starting the school year with Option 5. Dr. Gorr said she thinks at this time any in-person has safety risks and issues. Member Maye said October 19 allows more time for us to be better prepared. He said he did not think the Board was in a position to make the decision that night.

Member Kobus appreciated the thoroughness of this presentation and said she already knows her answer.

Member McCluskey said he did not think Lincoln lends itself to the hybrid models. He suggested keeping Lincoln remote. Superintendent Aumiller said none of the hybrids are good for Lincoln and doing remote for the future would be the best. Member McCluskey asked if students were remote, would teachers be in the classrooms. Dr. Aumiller said this is something we have to work through. Some teachers want to work from their classrooms and she said she thinks the district would be flexible to accommodate staff.

Member Fay said she was deeply appreciative of administration incorporating feedback from the community. She said she was blown away by the time and effort put into this. The plan that was proposed last week was within legal limits but District 57 does not do the minimum and the community knows that. She appreciated addressing some special education and ELL students. She asked if hybrid or full remote would have to be cleared with the union about the change of working conditions but Superintendent Aumiller said she is not aware of it. Member Fay also asked about the additional bus costs and who would bear that cost. Mr. Adam Parisi, Assistant Superintendent for Finance and Operations, said in the hybrid model for elementary half-days the busing would increase an additional \$800,000 and go up to \$1.6M and that it would be the Board's decision who would pay for it.

Member Fay asked if students were in different schools would they probably have different schedules. Dr. Gorr said if August 20 was the start day for students to be in-person in the schools, it would be hard not to have the students with different schedules. She further stated if we start with all remote and then go to hybrid, we could work on schedules but couldn't make promises. Member Fay asked about what kind of cleaning and disinfecting would be done if the schools were on the AM/PM hybrid model. Mr.

Suminski said a plan would have to be developed of sanitization of common surfaces. Mr. Parisi said by adding an additional day custodian at each building, it would be possible.

Member Fay also asked if we move to hybrid, how would the 2% of students that need more in-person be helped and if there would be enough space to do this. Dr. Gorr said they would get access to more because it would need to be consistent with their needs. It would be the family's choice. Sara Tyburski, Director of Student Services, said we would not displace any of our students.

Member Rothrauff thanked administration for the detail in the presentation and said she had a different feel tonight than last week. She did not think full day in-person was safe. She did not think the hybrid models are easier or more convenient for families. She said she sees remote learning fulfilling safety and maybe by October being able to move to a hybrid model. She said she would like to see some data points to decide when we would consider moving to hybrid. She asked why Monday was chosen as the full remote day for the one elementary hybrid model. Dr. Gorr answered that they had considered Wednesday at the time. But, the rationale was that so many Mondays are off so it would be better not to use Monday as hybrid. She said this could easily be changed. Member Rothrauff said she felt much better prepared to offer a decision.

President Kowalczyk questioned the elementary principals about which hybrid model they thought was the best fit. Mr. Ophus stated he thought AM/PM would be the best because it gave the teachers a chance to see students every day. Katie Kelly agreed with Mr. Ophus and said the kids could get a lesson and then they could work on it in remote time. Kristin Vonder Haar said pre-K and K are the same but grade 1 would be different.

President Kowalczyk said Paul Suminski had said remote learning is better but she asked if there were only two cohorts could hybrid work. Mr. Suminski said it would be hard to predict without exact numbers. President Kowalczyk also asked if there was any way to know how many people wanted busing. Mr. Parisi said normally there are 900 riders. The max would be 500 for in-person learning as we are now limited to 50 people, including the bus driver, per bus. If we do a hybrid model, we would need to know which model to determine how many would be able to ride the bus.

President Kowalczyk asked if a student has COVID symptoms, does the child have to wait two weeks. Sara Tyburski replied that related to symptoms we are still waiting on guidance but the minimum would be time to get test results back.

President Kowalczyk said that the Board needed to make a decision tonight. The decision could be changed by the Governor and the hybrid date could change.

Member Maye asked if the Board decided on Option 3, what would the survey consist of and when would it go out. He also asked if there would be a survey to parents to assess what type of internet capability families have. He also said if the district goes to full remote, we should make it a priority to provide options to the parents about care of the kids. Dr. Gorr said we can get internet information about our families. President Kowalczyk said we should look into childcare and to what extent we can handle. Superintendent Aumiller said we would be limited to 50 in any location.

President Kowalczyk asked if the Board wanted all hybrid options out there or if they should eliminate the hybrid C schedule at Lincoln where the days rotated. Member Kobus suggested we take the unrealistic off to make it simpler for parents and ask, through a survey, what elementary parents' preference is for hybrid. Members McCluskey, Maye, and Rothrauff all agreed with removing the unrealistic Lincoln hybrid model. Member Fay agreed but added that maybe we could allow parents to rank their choices.

President Kowalczyk asked the Board which option they wanted administration to move forward with. The following were the Board’s responses:

- Vice President Chung wanted to be flexible to offer parents a choice but with Option 3 as the best option, just give one choice.
- Member Kobus said she had decided on Option 3 when Elizabeth Straczek said 2/3 of union preferred remote and Dan Ophus talked about being patient.
- Member McCluskey said with what they learned this last week, Option 3 makes the most sense.
- Member Maye agreed with Option 3 but emphasized he wanted administration to make it a priority to facilitate day care. He said maybe we can connect families that can help one another.
- Member Rothrauff echoed what Member Maye said. She said starting with Option 3, remote learning, we have a better chance for a hybrid model to be successful later.
- Member Fay agreed with Option 3 and said to go to hybrid October 19 or later would be least disruptive. She echoed Member Maye about childcare but safety is most important.
- President Kowalczyk agreed that Option 3 is the safest plan.

President Kowalczyk asked Superintendent Aumiller if she needed anything else. Superintendent Aumiller said no and she thanked the Board for the guidance. She also thanked Dr. Gorr for all the work she put into the presentation of the five options.

Adjournment

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

Yes: Chung, Fay, Kobus, Maye, McCluskey, Rothrauff, Kowalczyk
 No: None Motion carried and the meeting adjourned at 10:28 p.m.

Virginia Webster, Secretary

Eileen B. Kowalczyk, President

Date of approval: August 20, 2020



**Mount Prospect School District 57
Board of Education**

PERSONNEL TRANSACTIONS

AUGUST 20, 2020

POLICY REFERENCE 5:30

That the Board of Education approve the short-term contract for an interim administrative individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Susan Woodrow	Interim Principal	Westbrook	Fall 2020	\$500/day

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Lora Cremascoli	Teacher – Special Ed	Lincoln	8/17/20	* \$51,653
Jennifer Perecich	Teacher – Kindergarten	Westbrook	8/17/20	* \$51,653
Carolyn Zeffery	Teacher – Grade 2	Lions Park	8/17/20	* \$58,983
Cheron Zei	Teacher – Grade 1	Westbrook	8/17/20	* \$58,983

*Salary includes Board paid TRS

That the Board of Education approve a leave of absence for the following certified employee:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Margaret Balk	Teacher – Grade 1	Westbrook	8/1/20

That the Board of Education accept the resignation of the following certified individual:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Kourtney Arreguin	Teacher – Kindergarten	Westbrook	8/3/20

Her employment starting 8/17/20 was approved at the 5/21/20 Board meeting but resigned before she started.

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Hire Date</u>	<u>Salary</u>
Lawrence Ohannes	Purchasing Agent	Admin	8/3/20	\$20.17/hour

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Lisamarie Fiorini	Instructional Assistant	Lincoln	8/1/20
Bianca Murad	Instructional Assistant	Lions Park	7/9/20

MOUNT PROSPECT SCHOOL DISTRICT 57

Monthly Financial Report August 2020

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

Adam Parisi
Assistant Superintendent
for Finance and Operations/CSBO

Nick Honcharuk
Accounting Coordinator

Mount Prospect School District 57

Fund Balance Report

July 2020

Board Funds

Fund	Description	Unaudited	YTD	YTD	YTD	Fund
		Fund Balance	Revenues	Expenditures	Transfers	Balance
		7/1/2020				6/30/2021
10	Educational	\$ 10,044,464	3,752,002	1,793,236	\$ -	\$ 12,003,230
20	Operations & Maintenance	4,798,657	712,781	164,718	-	5,346,720
30	Debt Service	1,449,865	130,275	0	-	1,580,140
40	Transportation	897,083	8,783	6,539	-	899,327
50	I.M.R.F.	203,499	43,224	13,621	-	233,102
51	Social Security	29,365	315	24,974	-	4,706
60	Capital Projects	(4,116,354)		711,762	-	(4,828,116)
70	Working Cash	2,672,811	58,077	(14) **	-	2,730,902
Total		\$ 15,979,390	\$ 4,705,457	\$ 2,714,836	\$ -	\$ 17,970,011

Activity Fund

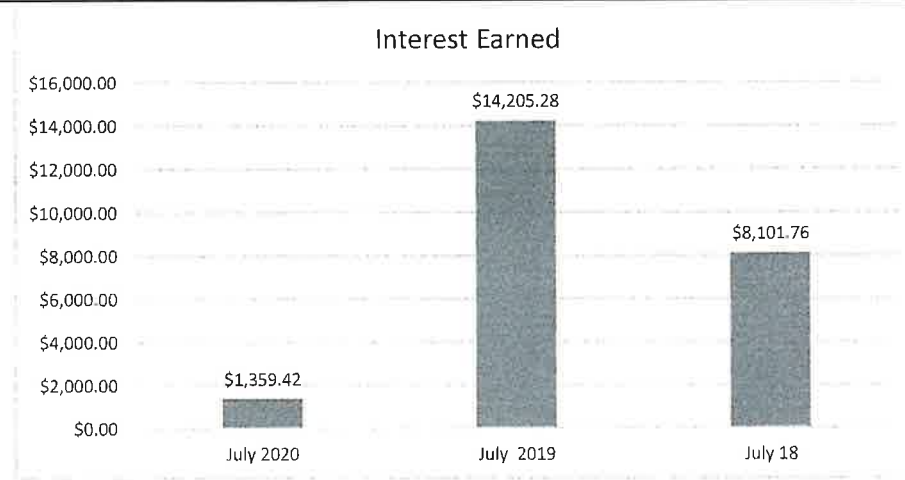
Account	Description	Balance	YTD	YTD	YTD	Account
		7/1/2020	Revenues	Expenditures	Transfers	Balance
						6/31/2021
100	Education Foundation	\$ 2,510	0	0		\$ 2,510
300	Fairview Clearing	9,951	0	0	-	\$ 9,951
400	Lincoln Clearing	18,662	3,340	0		\$ 22,002
500	Lions Park Clearing	7,478	0	0		\$ 7,478
600	Westbrook Clearing	17,665	0	0	-	\$ 17,665
*****	Covid-19 Fund Donations	3,128	3,509			\$ 6,637
Total		\$ 59,394	6,849	0		\$ 66,243

Mount Prospect School District 57

Treasurer's Report

July 2020

Institution	Type	Yield	Value
BMO-Harris Bank	Collateral MMA	0.20%	\$ 547,028
Fifth Third Bank (fka MB Financial)	Collateral MMA	0.20%	\$ 1,040,669
PMA	Collateral SDA/FDIC MMA	0.06%	\$ 13,747,014
IL Funds	LGIP	0.20%	\$ 2,865,713
Total:			\$ 18,200,424



Mount Prospect School District 57

Revenue Report July 2020

Source	Source Description	Budget	Activity	Balance	% of budget remaining	
					2021 YTD	2020 YTD
11XX	Property Taxes	\$ 26,439,599	\$ 4,436,215	\$ 22,003,384	83.2%	-8.9%
1230	CPPR Taxes	356,000	72,099	283,901	79.7%	-0.1
13XX	Summer School Tuition	6,000		6,000	100.0%	0.7
1411	Transportation Fees	223,100	(66,964)	290,064	130.0%	0.1
1510	Interest Earnings	173,500	1,359	172,141	99.2%	-0.2
1611	Food Service Fees	45,100	8,807	36,294	80.5%	0.0
1720	Activity Fees	151,200	9,589	141,611	93.7%	0.1
1811	Instruction Fees	257,000	236,353	20,647	8.0%	0.0
1910	Facility Rentals	100	-	100	100.0%	0.0
1920	Donations	100	-	100	100.0%	0.0
1950	Refund of PY Expenditures	30,000	1,383	28,617	95.4%	0.3
1960	TIF Revenue	18,000	-	18,000	100.0%	(0)
1993	Kids' Corner & Circle of Friends	700,000	4,940	695,060	99.3%	0.1
1999	Other Local Revenues	93,100	-	93,100	100.0%	-0.1
	Sub-Total Local	\$ 28,492,699	\$ 4,703,781	\$ 23,789,018	83.5%	4.0%
3001	Evidence Based Funding Formula (GSA)	1,999,305	-	1,999,305	100.0%	-0.2
31XX	Special Education	50,000	-	50,000	100.0%	0.0
3305	Bilingual Education	15,000	-	15,000	100.0%	0.1
3360	Food Service	500	-	500	100.0%	0.2
35XX	Transportation	63,500	-	63,500	100.0%	0.0
3780	Library Grant	1,600	1,676	(76)	-4.7%	0.0
	Sub-Total State	\$ 2,129,905	\$ 1,676	\$ 2,128,230	99.9%	4.5%
42XX	Food Service	24,100	-	24,100	100.0%	0.0
4300	Title I	102,303	-	102,303	100.0%	1.2
46XX	Special Education	578,606	-	578,606	100.0%	-0.5
4869	Stimulus Programs	-	-	-	0.0%	0.4
4909	Title III	100,000	-	100,000	100.0%	-0.2
4932	Title II	40,236	-	40,236	100.0%	-0.2
49XX	Medicaid Matching	16,500	-	16,500	100.0%	0.4
	Sub-Total Federal	\$ 861,745	\$ -	\$ 861,745	100.0%	-6.7%
	Total	\$ 31,484,349	\$ 4,705,457	\$ 26,778,992	85.1%	-1.0%

Mount Prospect School District 57

Expenditure Report

July 2020

Function	Program Name	Budget	Activity	Balance	% of budget remaining	
					2021 YTD	2020 YTD
1000	Mentoring Stipend	\$ 24,000	\$6,189	\$ 17,811	74.2%	100.0%
11XX	Regular Programs	11,229,447	\$906,727	\$ 10,322,720	91.9%	1.0
1200	Special Education Programs	3,519,641	\$190,336	\$ 3,329,305	94.6%	1.0
1500	Interscholastic Programs	132,605	\$0	\$ 132,605	100.0%	1.0
1600	Summer School Programs	17,000	\$12,091	\$ 4,909	28.9%	0.3
1800	Bilingual Programs	272,414	\$19,582	\$ 252,832	92.8%	1.0
2110	Social Worker	429,325	\$33,804	\$ 395,521	92.1%	1.0
2130	Health Services	312,692	\$7,329	\$ 305,363	97.7%	1.0
2140	Psychological Services	225,297	\$13,535	\$ 211,762	94.0%	1.0
2150	Speech & Audiology Services	680,723	\$53,535	\$ 627,188	92.1%	1.0
2190	Other Support Services - Pupils	166,050	\$1,524	\$ 164,526	99.1%	1.0
2210	Improvement of Instruction Services	557,399	\$28,085	\$ 529,314	95.0%	0.9
2220	Educational Media Services	353,205	\$26,779	\$ 326,426	92.4%	1.0
2230	Assessment and Testing	45,000	\$0	\$ 45,000	100.0%	1.0
2310	Board of Education Services	187,150	\$10,200	\$ 176,950	94.5%	1.0
2320	Executive Administration Services	383,149	\$31,797	\$ 351,352	91.7%	0.9
2330	Special Area Administrative Services	209,832	\$17,964	\$ 191,868	91.4%	0.9
236X	Insurances	179,252	\$90,354	\$ 88,898	49.6%	0.6
2410	Office of Principal Services	1,711,981	\$107,896	\$ 1,604,085	93.7%	1.0
2510	Direction of Business Support Services	291,941	\$25,220	\$ 266,721	91.4%	0.9
2520	Fiscal Services	335,549	\$33,789	\$ 301,760	89.9%	1.0
2530	Construction Services	4,000,000	\$711,762	\$ 3,288,238	82.2%	0.8
2540	O&M of Plant Services	2,620,143	\$175,279	\$ 2,444,864	93.3%	0.9
2550	Pupil Transportation Services	700,700	\$6,540	\$ 694,160	99.1%	0.8
2560	Food Services	71,000	\$1,778	\$ 69,222	97.5%	0.9
2570	Internal Services	41,600	\$2,400	\$ 39,200	94.2%	0.9
2620	Research and Development	20,000	\$0	\$ 20,000	100.0%	1.0
2630	Information Services (Public Relations)	35,000	\$2,942	\$ 32,058	91.6%	1.0
2640	Staff Services (Human Resources)	180,450	\$83,837	\$ 96,613	53.5%	0.6
2660	Data Processing Services (Technology)	958,508	\$113,562	\$ 844,946	88.2%	0.9
3000	Child Care Services	290,206	\$0	\$ 290,206	100.0%	1.0
4120	Payments for Special Education Programs	438,400	\$0	\$ 438,400	100.0%	1.0
5XXX	Debt Services	771,600	\$0	\$ 771,600	100.0%	1.0
Total		\$ 31,391,259	\$2,714,836	\$ 28,676,423	91.4%	94.7%

Mount Prospect School District 57

Cash and Investment Summary

July 2020

Board Accounts

Bank	Description	Ending Balance
Various	Investments per Treasurer's Report	\$ 18,200,424
Huntington Bank	Imprest Account	\$ 5,000
Illinois National	E-Pay Settlement Account	\$ 3,124
Huntington Bank	Board Account	\$ 425,326
Huntington Bank	Payroll Account	+
	Total	<u>\$ 18,633,874</u>

Activity Account

Bank	Description	Ending Balance
Huntington Bank	Activity Account	\$ 66,243
	Total	<u>\$ 66,243</u>

Mount Prospect School District 57

Payroll Ratification July 2020

	<u>Fund</u>		<u>Amounts</u>
Salaries	Educational		\$ 550,027
	Operations & Maintenance		\$ 138,229
	7/15/2020	Salary	\$ 688,255
Benefits	Educational		\$ 33,175
	Operations & Maintenance		\$ 5,371
	Municipal Retirement/Social Security		\$ 18,764
	7/15/2020	Benefits	\$ 57,310
	7/15/2020	Total	\$ 745,565
Salaries	Educational		\$ 571,189
	Operations & Maintenance		\$ 140,154
	7/31/2020	Salary	\$ 711,343
Benefits	Educational		\$ 33,722
	Operations & Maintenance		\$ 5,371
	Municipal Retirement/Social Security		\$ 19,827
	7/31/2020	Benefits	\$ 58,921
	7/31/2020	Total	\$ 770,264
Payroll Total			<u>\$ 1,515,829</u>

Mount Prospect School District 57

Accounts Payable Ratification

July 2020

<u>Fund</u>	<u>Amounts</u>
Educational	\$ 191,756.39
Operations & Maintenance	\$ 68,314.06
Debt Services	\$ -
Transportation	\$40,585.64
Municipal Retirement/Social Security	\$ -
Capital Projects	\$ 20,607.50
Working Cash	\$ -
Tort	
** Activity Account **	\$ -
Fire Prevention & Safety	
Accounts Payable Total	<u><u>\$ 321,263.59</u></u>

MOUNT PROSPECT SCHOOL DISTRICT 57

**Accounts Payable Bills
Aug 20th, 2020**

In accordance with Board Policy 4:50 Operational Services–Payment Procedures, this order authorizes administration to pay the following accounts payable bills totaling **\$2,207,074.73** (including imprest account) as approved at the Board of Education meeting held on the date referenced above.

Reviewed by: _____
Board of Education Member

Approved by: _____
Board of Education President

Attested by: _____
Board of Education Secretary

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553311	08/20/2020	ACRES GROUP	AEI_038013	O&M-LANSDCAPING SERVICES	3,140.00
553312	08/20/2020	ALARM DETECTION SYST	SI-531883	O&M-SECURITY SERVICES	10.50
553312	08/20/2020	ALARM DETECTION SYST	SI-531934	O&M-SECURITY SERVICES	10.50
553312	08/20/2020	ALARM DETECTION SYST	SI-531490	O&M-SECURITY SERVICES	10.50
553313	08/20/2020	CANON	21643287	TECH-PRINT MANAGEMENT	4,438.00
553314	08/20/2020	CENGAGE LEARNING (FK	70971049	REG-SUPPLIES C&I	6,638.78
553315	08/20/2020	COMED	07/30/20	O&M-ELECTRIC MNT	158.77
553316	08/20/2020	COMPASS EDUCATIONAL	6438	SP SVCS-CONTRACT SRVCS	585.00
553317	08/20/2020	DISTRICT 21	07/13/20	ISCHOLASTIC-ATHLETIC CONT SVRC	500.00
553318	08/20/2020	EMBRACE EDUCATION	7186	SP ED-CONTRACT SVRCS	5.79
553318	08/20/2020	EMBRACE EDUCATION	6459	SP ED-CONTRACT SVRCS	2,000.00
553318	08/20/2020	EMBRACE EDUCATION	6458	SP ED-CONTRACT SVRCS	5,432.00
553319	08/20/2020	GARAVENTA USA INC	52161	O&M-ELEVATOR/LIFT SERVICES	309.00
553320	08/20/2020	GARVEY`S OFFICE PROD	PINV195171	PPE	23,712.00
553320	08/20/2020	GARVEY`S OFFICE PROD	PINV195171	PPE	6,870.00
553320	08/20/2020	GARVEY`S OFFICE PROD	PINV194309	PPE	31,832.16
553321	08/20/2020	GENERAL MECHANICAL	SI2097707	O&M-HVAC CONTRACTED SERVICES	2,640.00
553321	08/20/2020	GENERAL MECHANICAL	SI2098264	O&M-HVAC CONTRACTED SERVICES	503.00
553321	08/20/2020	GENERAL MECHANICAL	SI2098263	O&M-HVAC CONTRACTED SERVICES	1,313.75
553321	08/20/2020	GENERAL MECHANICAL	SI2097715	O&M-HVAC CONTRACTED SERVICES	503.00
553321	08/20/2020	GENERAL MECHANICAL	SI2097424	O&M-HVAC CONTRACTED SERVICES	1,883.29
553321	08/20/2020	GENERAL MECHANICAL	SI2097450	O&M-HVAC CONTRACTED SERVICES	683.38
553321	08/20/2020	GENERAL MECHANICAL	SI2096955	O&M-HVAC CONTRACTED SERVICES	608.75
553321	08/20/2020	GENERAL MECHANICAL	SI2098621	O&M-HVAC CONTRACTED SERVICES	1,235.00
553321	08/20/2020	GENERAL MECHANICAL	SI20969565	O&M-HVAC CONTRACTED SERVICES	1,106.21
553322	08/20/2020	GROOT INDUSTRIES	5885879	O&M-SANITATION SERVICES	352.62
553322	08/20/2020	GROOT INDUSTRIES	5885878	O&M-SANITATION SERVICES	643.92
553322	08/20/2020	GROOT INDUSTRIES	5885876	O&M-SANITATION SERVICES	264.40
553323	08/20/2020	HAPARA	9102100016	TECH-DISTRICT LICENSES	5,197.50
553324	08/20/2020	HEARTLAND BUSINESS S	387752-H	TECH-N/C EQUIPMENT	526.13
553324	08/20/2020	HEARTLAND BUSINESS S	387542-H	TECH-CONTRACTED SERVICES	1,364.56
553325	08/20/2020	HOUGHTON MIFFLIN HAR	954892484	REG-SUPPLIES FV	14,121.28
553326	08/20/2020	IAASE	07/01/2020	SP SVCS-PROF DVLPMNT	180.00
553327	08/20/2020	ILLUMINATE EDUCATION	INV0000047	A&T-CONTRACT SRVCS	16,500.00
553328	08/20/2020	INTEGRATED SYSTEMS C	0709442	FISCAL SVCS-CONTRACTED SVCS	630.00
553329	08/20/2020	INTRADO LIFE & SAFET	6039974	TECH-DATA LINES	300.00
553330	08/20/2020	IXL LEARNING	S376781	REG-SOFTWARE LICENSES C&I	24,475.00
553331	08/20/2020	JOHNSON CONTROLS	34418128	O&M-FIRE PROTECTION SERVICES	261.23
553331	08/20/2020	JOHNSON CONTROLS	34418086	O&M-FIRE PROTECTION SERVICES	261.23
553331	08/20/2020	JOHNSON CONTROLS	34418087	O&M-FIRE PROTECTION SERVICES	261.23
553331	08/20/2020	JOHNSON CONTROLS	34418085	O&M-FIRE PROTECTION SERVICES	261.23
553331	08/20/2020	JOHNSON CONTROLS	34418088	O&M-FIRE PROTECTION SERVICES	261.23
553332	08/20/2020	LAMBERT, ALISON	07/2020	SP SVCS-CONTRACT SRVCS	960.00
553333	08/20/2020	LEARNING ALLY	28602	SP ED-CONTRACT SVRCS	990.00
553334	08/20/2020	LIBERTY JR HIGH SCHO	08/11/2020	ISCHOLASTIC-ATHLETIC CONT SVRC	23.54
553335	08/20/2020	MSO	72020	PPE	1,160.00
553336	08/20/2020	MT. PROSPECT PAINT	76166	O&M-BUILDING SUPPLIES	1,308.83
553337	08/20/2020	NICHOLAS & ASSOCIATE	6136	CAPITAL IMPROVEMENTS	716,530.00
553337	08/20/2020	NICHOLAS & ASSOCIATE	6132	CAPITAL IMPROVEMENTS	7,719.56
553337	08/20/2020	NICHOLAS & ASSOCIATE	6015-6	CAPITAL IMPROVEMENTS	25,973.00
553338	08/20/2020	NORTHWEST ELECTRICAL	17470023	O&M-BUILDING SUPPLIES	445.03
553339	08/20/2020	NORTHWEST EVALUATION	38716	A&T-CONTRACT SRVCS	22,362.50
553340	08/20/2020	NSSEO	7026	NSSEO-SUMMER SCHOOL	2,041.51
553340	08/20/2020	NSSEO	7042	NSSEO-SUMMER SCHOOL	3,640.92
553341	08/20/2020	NUMBERS AUTOMATION	161350	INTL SVCS-SUPPLIES	2,659.40
553342	08/20/2020	OMNI GROUP	2008-7202	FISCAL SVCS-CONTRACTED SVCS	232.50

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553343	08/20/2020	SHAW INTEGRATED SOLU	999120022	CAPITAL IMPROVEMENTS	3,910.80
553344	08/20/2020	SONITROL	243786	O&M-SECURITY SERVICES	309.00
553344	08/20/2020	SONITROL	243785	O&M-SECURITY SERVICES	309.00
553344	08/20/2020	SONITROL	243784	O&M-SECURITY SERVICES	309.00
553344	08/20/2020	SONITROL	243783	O&M-SECURITY SERVICES	309.00
553345	08/20/2020	SOUTH SIDE CONTROL S	S100633285	O&M-HVAC SUPPLIES	20.01
553346	08/20/2020	TEQ SUPPLY	P49573	PPE	112.50
553347	08/20/2020	TEXTHELP INC.	43186	TECH-DISTRICT LICENSES	5,683.95
553348	08/20/2020	TOUCHLESS SANITATION	10040	PPE	788.00
553349	08/20/2020	TRINITY3 TECHNOLOGY	PS188064	TECH-DATA LINES	67,340.00
553349	08/20/2020	TRINITY3 TECHNOLOGY	PS1091627	TECH-DATA LINES	0.00
553349	08/20/2020	TRINITY3 TECHNOLOGY	PS1091627	REG-N/C EQUIPMENT TECH	3,486.00
553349	08/20/2020	TRINITY3 TECHNOLOGY	PS1087850	REG-N/C EQUIPMENT TECH	90,650.00
553349	08/20/2020	TRINITY3 TECHNOLOGY	PS1091628	REG-N/C EQUIPMENT TECH	3,486.00
553350	08/20/2020	UNITE PRIVATE NETWOR	SI-20-0109	TECH-DATA LINES	6,495.00
553351	08/20/2020	UNITED STATES ALLIAN	1046-F0380	O&M-FIRE PROTECTION SERVICES	1,280.00
553351	08/20/2020	UNITED STATES ALLIAN	1046-F0380	O&M-FIRE PROTECTION SERVICES	1,280.00
553352	08/20/2020	WAREHOUSE DIRECT	4711764-0	PPE	411.00
553352	08/20/2020	WAREHOUSE DIRECT	IN366694	O&M-EQUIPMENT REPAIR	100.50
553352	08/20/2020	WAREHOUSE DIRECT	471862101	PPE	79.68
553352	08/20/2020	WAREHOUSE DIRECT	4717437-1	O&M-CLEANING SUPPLIES LN	34.56
553352	08/20/2020	WAREHOUSE DIRECT	4717230-1	O&M-CLEANING SUPPLIES WB	34.56
553352	08/20/2020	WAREHOUSE DIRECT	4684830-3	PPE	21.48
553352	08/20/2020	WAREHOUSE DIRECT	4717437-0	PPE	38.88
553352	08/20/2020	WAREHOUSE DIRECT	4717296-0	INTL SVCS-SUPPLIES	241.25
553352	08/20/2020	WAREHOUSE DIRECT	4721210-0	O&M-CLEANING SUPPLIES LN	860.93
553352	08/20/2020	WAREHOUSE DIRECT	4720416-0	O&M-CLEANING SUPPLIES LN	1,105.97
553352	08/20/2020	WAREHOUSE DIRECT	4713447-0	PPE	51.83
553352	08/20/2020	WAREHOUSE DIRECT	4713447-0	INTL SVCS-SUPPLIES	85.04
553352	08/20/2020	WAREHOUSE DIRECT	4725353 -	O&M-BUILDING SUPPLIES	80.26
553352	08/20/2020	WAREHOUSE DIRECT	4725353 -	INTL SVCS-SUPPLIES	28.78
553352	08/20/2020	WAREHOUSE DIRECT	4717230 -	PPE	38.88
553352	08/20/2020	WAREHOUSE DIRECT	4717230 -	O&M-CLEANING SUPPLIES WB	173.28
553353	08/20/2020	WILSON LANGUAGE TRAI	1803127	SP ED-SUPPLIES	204.55
Totals for checks					1,137,397.42

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	293,504.98	293,504.98
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	89,759.08	89,759.08
60	CAPITAL PROJECTS FUND	0.00	0.00	754,133.36	754,133.36
***	Fund Summary Totals ***	0.00	0.00	1,137,397.42	1,137,397.42

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

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553354	08/20/2020	ACRES GROUP	AEI_037811	O&M-LANSDCAPING SERVICES	3,925.00
553355	08/20/2020	ALARM DETECTION SYST	SI-532367	O&M-SECURITY SERVICES	21.00
553356	08/20/2020	ANDERSON ELEVATOR CO	INV-29718-	O&M-ELEVATOR/LIFT SERVICES	567.00
553357	08/20/2020	BUSINESSSOLVER	0064330	FISCAL SVCS-CONTRACTED SVCS	26.25
553358	08/20/2020	DEFRANCO PLUMBING	27454	O&M-PLUMBING SERVICES	2,529.00
553359	08/20/2020	FIRST STUDENT INC.	11681398	TRANS-DAILY ROUTES	65,397.47
553359	08/20/2020	FIRST STUDENT INC.	11679133	TRANS-DAILY ROUTES	68,667.34
553360	08/20/2020	GARAVENTA USA INC	52081	O&M-ELEVATOR/LIFT SERVICES	309.00
553361	08/20/2020	GREEN ASSOCIATES INC	2020500	CAPITAL IMPROVEMENTS	8,899.45
553361	08/20/2020	GREEN ASSOCIATES INC	2020501	CAPITAL IMPROVEMENTS	1,639.00
553362	08/20/2020	IAASE	07/01/2019	SP SVCS-PROF DVLPMT	180.00
553363	08/20/2020	JOHNSON CONTROLS	34460893	O&M-FIRE PROTECTION SERVICES	64.95
553364	08/20/2020	LAMBERT, ALISON	08/05/20	SP SVCS-CONTRACT SRVCS	800.00
553365	08/20/2020	LANGUAGE LINE SERVIC	10059257	BILINGUAL-CONTRACT SVRCS	112.42
553366	08/20/2020	MOUNT PROSPECT CHAMB	1793	SUPT-DUES & FEES	200.00
553367	08/20/2020	NORTHWEST ELECTRICAL	17468207	PPE	31.50
553367	08/20/2020	NORTHWEST ELECTRICAL	17468208	PPE	1,200.50
553367	08/20/2020	NORTHWEST ELECTRICAL	17467497	O&M-BUILDING SUPPLIES	187.10
553368	08/20/2020	QUINLAN & FABISH MUS	12065472	ISCHOLASTIC-P/A CONTRACT SVRCS	117.00
553368	08/20/2020	QUINLAN & FABISH MUS	12065488	ISCHOLASTIC-P/A CONTRACT SVRCS	97.00
553368	08/20/2020	QUINLAN & FABISH MUS	12065482	ISCHOLASTIC-P/A CONTRACT SVRCS	97.00
553368	08/20/2020	QUINLAN & FABISH MUS	12065387	ISCHOLASTIC-P/A CONTRACT SVRCS	112.00
553369	08/20/2020	RAMBOLL US CORP	1690050038	O&M-ENVIRONMENTAL SERVICES	483.75
553369	08/20/2020	RAMBOLL US CORP	1690057348	O&M-ENVIRONMENTAL SERVICES	9,730.84
553370	08/20/2020	SOUTH SIDE CONTROL S	S100631659	O&M-HVAC SUPPLIES	541.89
553370	08/20/2020	SOUTH SIDE CONTROL S	S100624657	O&M-HVAC SUPPLIES	-1,164.01
553370	08/20/2020	SOUTH SIDE CONTROL S	S100624657	O&M-HVAC SUPPLIES	1,177.40
553371	08/20/2020	SUPER DUPER INCORPOR	2529386A	SP ED-SUPPLIES	127.83
553372	08/20/2020	VILLAGE OF MOUNT PRO	2020-00240	O&M-VEHICLE GAS	59.65
553373	08/20/2020	WAREHOUSE DIRECT	4711764-1	PPE	6,439.00
553373	08/20/2020	WAREHOUSE DIRECT	4736745-0	INTL SVCS-SUPPLIES	87.55

Totals for checks 172,663.88

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	1,957.05	1,957.05
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	26,103.57	26,103.57
40	TRANSPORTATION FUND	0.00	0.00	134,064.81	134,064.81
60	CAPITAL PROJECTS FUND	0.00	0.00	10,538.45	10,538.45
***	Fund Summary Totals ***	0.00	0.00	172,663.88	172,663.88

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

CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553224	07/16/2020	AWE, VENUS	71520	STUDENT LUNCH ACCOUNTS	29.15
553225	07/16/2020	BECCO, ROXANN	71520	STUDENT LUNCH ACCOUNTS	18.50
553226	07/16/2020	CASTRO, CHRISTINE	71520	STUDENT LUNCH ACCOUNTS	21.55
553227	07/16/2020	CIRONE, LINDA	71520	STUDENT LUNCH ACCOUNTS	23.15
553228	07/16/2020	DONOHO, COLLEEN	71520	STUDENT LUNCH ACCOUNTS	20.50
553229	07/16/2020	DREW, LISA	71520	STUDENT LUNCH ACCOUNTS	212.00
553230	07/16/2020	GEBOBYS, MARTA	71520	STUDENT LUNCH ACCOUNTS	22.05
553231	07/16/2020	GOLDING, ANN	71520	STUDENT LUNCH ACCOUNTS	51.95
553232	07/16/2020	HENDRICKS, DEBBIE	71520	STUDENT LUNCH ACCOUNTS	20.55
553233	07/16/2020	IVY, ERIKA	71520	STUDENT LUNCH ACCOUNTS	12.00
553234	07/16/2020	KAZUK, KRISTEN	71520	STUDENT LUNCH ACCOUNTS	20.00
553235	07/16/2020	KNIPPLE, SANN	71520	STUDENT LUNCH ACCOUNTS	82.35
553236	07/16/2020	LANZA, MICHELLE	71520	STUDENT LUNCH ACCOUNTS	53.90
553237	07/16/2020	LECIC, OLJA	71520	STUDENT LUNCH ACCOUNTS	16.85
553238	07/16/2020	LYNE, BECKY	71520	STUDENT LUNCH ACCOUNTS	25.35
553239	07/16/2020	MARINOV, MARIA	71520	STUDENT LUNCH ACCOUNTS	47.95
553240	07/16/2020	MCFADDEN, RONAK	71520	STUDENT LUNCH ACCOUNTS	28.80
553241	07/16/2020	MELE, JOANNA	71520	STUDENT LUNCH ACCOUNTS	20.70
553242	07/16/2020	MILLER, KATHERINE	71520	STUDENT LUNCH ACCOUNTS	31.85
553243	07/16/2020	MOLDOVAN, MANUELA	71520	STUDENT LUNCH ACCOUNTS	48.20
553244	07/16/2020	RADFORD, ROSEMARY	71520	STUDENT LUNCH ACCOUNTS	38.25
553245	07/16/2020	ROE, YASUKO	71520	STUDENT LUNCH ACCOUNTS	10.55
553246	07/16/2020	SANTHOSH, SIJIMOL	71520	STUDENT LUNCH ACCOUNTS	31.00
553247	07/16/2020	SIEFERT, LISA	071520	STUDENT LUNCH ACCOUNTS	34.40
553248	07/16/2020	SOMMERS, BECKY	71520	STUDENT LUNCH ACCOUNTS	13.00
553248	07/16/2020	SOMMERS, BECKY	71520A	STUDENT LUNCH ACCOUNTS	20.65
553249	07/16/2020	STEFANEK, AGNES	71520	STUDENT LUNCH ACCOUNTS	31.40
553250	07/16/2020	STEINER, JENNY	71520	STUDENT LUNCH ACCOUNTS	38.80
553251	07/16/2020	UKMATA, LINDA	71520	STUDENT LUNCH ACCOUNTS	66.30
553252	07/16/2020	VERNON, MICHELLE	71520	STUDENT LUNCH ACCOUNTS	139.80
553253	07/16/2020	VIRK, POONAM	71520	STUDENT LUNCH ACCOUNTS	28.60
553254	07/16/2020	WILLE, IKA	71520	STUDENT LUNCH ACCOUNTS	83.90
553255	07/16/2020	WYATT, TRACY	71520	STUDENT LUNCH ACCOUNTS	17.20
553256	07/16/2020	ZHANG, JUN	71520	STUDENT LUNCH ACCOUNTS	93.80

Totals for checks 1,455.00

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	1,455.00	0.00	0.00	1,455.00
***	Fund Summary Totals ***	1,455.00	0.00	0.00	1,455.00

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

CHECK NUMBER	CHECK DATE	VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553257	07/16/2020	ALARM DETECTION SYST	SI-530339	O&M-SECURITY SERVICES	10.50
553257	07/16/2020	ALARM DETECTION SYST	SI-530581	O&M-SECURITY SERVICES	10.50
553257	07/16/2020	ALARM DETECTION SYST	SI-530579	O&M-SECURITY SERVICES	10.50
553257	07/16/2020	ALARM DETECTION SYST	SI-528140	O&M-SECURITY SERVICES	10.50
553257	07/16/2020	ALARM DETECTION SYST	SI-528677	O&M-SECURITY SERVICES	10.50
553257	07/16/2020	ALARM DETECTION SYST	99552-1047	O&M-SECURITY SERVICES	6,951.00
553258	07/16/2020	APPLE REFRESHMENTS	MAY2020	FOOD SVCS-LUNCHES	1,228.80
553259	07/16/2020	CELTIC ENVIRONMENTAL	7/16/20	CAPITAL IMPROVEMENTS	7,470.00
553260	07/16/2020	COMED	7/16/20	O&M-ELECTRIC MNT	125.89
553261	07/16/2020	CONTINENTAL PRESS	659705	BILINGUAL-SUPPLIES	861.78
553262	07/16/2020	FIRST STUDENT INC.	11685834	TRANS-DAILY ROUTES	5,927.29
553262	07/16/2020	FIRST STUDENT INC.	11685834	TRANS-SHUTTLE ROUTES	612.46
553263	07/16/2020	HERFF JONES INC	1022993	SUP SVCS-SUPPLIES LN GRAD	1,523.54
553264	07/16/2020	HIMES, PETRARCA & FE	43697	BOE-LEGAL SERVICES	730.00
553265	07/16/2020	KUSTRA-QUINN, JENNY	7/16	PR-CONTRACT SRVCS	2,942.00
553266	07/16/2020	MIDWEST AUTOMOTIVE I	97853	O&M-VEHICLE REPAIR/FEES	180.70
553267	07/16/2020	MT. PROSPECT PAINT	6/2-6/16	O&M-BUILDING SUPPLIES	1,605.59
553268	07/16/2020	NICHOLAS & ASSOCIATE	6111	CAPITAL IMPROVEMENTS	12,317.06
553268	07/16/2020	NICHOLAS & ASSOCIATE	6015-5	CAPITAL IMPROVEMENTS	25,973.00
553268	07/16/2020	NICHOLAS & ASSOCIATE	6110	CAPITAL IMPROVEMENTS	666,002.00
553269	07/16/2020	NORTH COOK ISC	411	HR-CONTRACT SRVCS	200.00
553270	07/16/2020	QUINLAN & FABISH MUS	12063621	PPE	82.00
553270	07/16/2020	QUINLAN & FABISH MUS	12063640	PPE	210.00
553270	07/16/2020	QUINLAN & FABISH MUS	12063573	PPE	89.00
553270	07/16/2020	QUINLAN & FABISH MUS	12065443	PPE	112.00
553270	07/16/2020	QUINLAN & FABISH MUS	12063657	PPE	82.00
553271	07/16/2020	REDECORATING	6/18/20	O&M-PAINTING SERVICES	9,995.00
553272	07/16/2020	SABATELLO TREE CARE	13632	O&M-LANSDCAPING SERVICES	575.00
553273	07/16/2020	VILLAGE OF MOUNT PRO	7/16	CAPITAL IMPROVEMENTS	200.00
553273	07/16/2020	VILLAGE OF MOUNT PRO	7/16 B	CAPITAL IMPROVEMENTS	150.00
Totals for checks					746,198.61

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	7,486.12	7,486.12
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	20,060.68	20,060.68
40	TRANSPORTATION FUND	0.00	0.00	6,539.75	6,539.75
60	CAPITAL PROJECTS FUND	0.00	0.00	712,112.06	712,112.06
***	Fund Summary Totals ***	0.00	0.00	746,198.61	746,198.61

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

CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553274	07/16/2020	AASPA	3116	HR-DUES & FEES	225.00
553275	07/16/2020	ACCIDENT FUND INSURA	WCV 603260	WORKERS COMPENSATION	88,252.00
553276	07/16/2020	ALARM DETECTION SYST	SI-530982	O&M-SECURITY SERVICES	10.50
553276	07/16/2020	ALARM DETECTION SYST	SI-530984	O&M-SECURITY SERVICES	10.50
553277	07/16/2020	BRAIN POP LLC	US207219	REG-SOFTWARE LICENSES C&I	10,620.00
553278	07/16/2020	CONSTELLATION NEW EN	2938090 LP	O&M-NATURAL GAS LP	421.38
553278	07/16/2020	CONSTELLATION NEW EN	2938090 FV	O&M-NATURAL GAS FV	432.97
553278	07/16/2020	CONSTELLATION NEW EN	2938090 LN	O&M-NATURAL GAS LN	245.99
553278	07/16/2020	CONSTELLATION NEW EN	2938090 LN	O&M-NATURAL GAS LN	251.51
553278	07/16/2020	CONSTELLATION NEW EN	2938090 LN	O&M-NATURAL GAS MNT	98.70
553278	07/16/2020	CONSTELLATION NEW EN	2938090 AD	O&M-NATURAL GAS ADM	193.54
553278	07/16/2020	CONSTELLATION NEW EN	2938090 WB	O&M-NATURAL GAS WB	327.24
553279	07/16/2020	DESERT SPRINGS WATER	2143	INTL SVCS-CONTRACT SRVCS	1,500.00
553280	07/16/2020	FOLLETT SCHOOL SOLUT	1400985	LRC-CONTRACT SRVCS	4,968.00
553281	07/16/2020	MCMASTER-CARR	41918637	PPE	263.68
553282	07/16/2020	MOUNT PROSPECT SD57	71620	STUDENT LUNCH ACCOUNTS	209.30
553283	07/16/2020	SCREENCASTIFY, LLC	SC-248561	CARES ACT CONTRACTED SERVICES	4,000.00
553284	07/16/2020	Tech4Learning	79021	REG-SOFTWARE LICENSES C&I	2,232.50
553285	07/16/2020	UMOJA STUDENT DEVELO	MT. PROSPE	CARES ACT CONTRACTED SERVICES	2,400.00
Totals for checks					116,662.81

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATIONAL FUND	209.30	0.00	114,197.50	114,406.80
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	2,256.01	2,256.01
***	Fund Summary Totals ***	209.30	0.00	116,453.51	116,662.81

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

CHECK NUMBER	CHECK DATE	CHECK VENDOR	INVOICE NUMBER	ACCOUNT LEVEL DESCRIPTION	AMOUNT
553303	07/30/2020	AT&T MOBILITY	2872663422	TECH-DATA LINES	24.22
553304	07/30/2020	BREWING OPPORTUNITIE	7/30/20	FISCAL SVCS-CONTRACTED SVCS	656.25
553305	07/30/2020	CALL ONE	304580	TECH-DATA LINES	6,142.60
553306	07/30/2020	NEXTERA ENERGY (FKA	1092455110	O&M-ELECTRIC ADM/FV	6,165.76
553306	07/30/2020	NEXTERA ENERGY (FKA	1092455110	O&M-ELECTRIC LP	3,252.83
553306	07/30/2020	NEXTERA ENERGY (FKA	1092455110	O&M-ELECTRIC LN	4,676.19
553306	07/30/2020	NEXTERA ENERGY (FKA	1092455110	O&M-ELECTRIC WB	3,334.95
553307	07/30/2020	SUBURBAN SCHOOL COOP	7/29/20	LIAB/PROPERTY INSURANCE	2,102.00
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/8/20 ADM	O&M-SEWER/WATER ADM	39.72
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/15/20 LN	O&M-SEWER/WATER LN	29.36
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/8/20 LN	O&M-SEWER/WATER LN	55.36
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/8/20 LN1	O&M-SEWER/WATER LN	10.00
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/8/20 WB	O&M-SEWER/WATER WB	42.72
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/8/20 FV	O&M-SEWER/WATER FV	95.44
553308	07/30/2020	VILLAGE OF MOUNT PRO	7/8/20 LP	O&M-SEWER/WATER LP	69.61
553309	07/30/2020	YELLOWFOLDER	20201220	HR-CONTRACT SRVCS	6,000.00
Totals for checks					32,697.01

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	14,925.07	14,925.07
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	17,771.94	17,771.94
***	Fund Summary Totals ***	0.00	0.00	32,697.01	32,697.01

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

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

TO: Dr. Elaine Aumiller, Superintendent

FROM: Adam Parisi, Assistant Superintendent for Finance and Operations/CSBO

DATE: August 20, 2020

RE: Fiscal Year 2021 Tentative Budget
 Policy 4:10 Fiscal and Business Management

EXECUTIVE SUMMARY:

Annually, the Board of Education is required by Illinois School Code to adopt a budget by the end of the first quarter of the fiscal year (September 30). In order to prepare a budget, assumptions are developed in an effort to create a financial plan to operate within.

BACKGROUND AND RATIONALE:

Each fiscal year, the Board of Education is required to pass a tentative budget which must then be placed on public display. Based on the assumptions presented to the Board at its July 16, 2020 meeting and the additional/modified assumptions outlined in this memorandum, the fiscal year 2021 tentative budget reflects:

- The aggregate fund balance is estimated to increase by \$93,090.
- The operating budget calls for a balanced budget with a surplus of \$3,936,032.
- The State Budget Form takes into account the transfers of dollars between the Education Fund, Operations and Maintenance Fund and Capital Projects Fund.

The following are key dates for Board input to the fiscal year 2021 budget process:

July 16, 2020	Board discussed assumptions and financial projections
August 20, 2020	Board to discuss budget and approve tentative budget
September 24, 2020	Board to adopt official budget

The following spreadsheets have been included to assist the Board of Education with understanding the tentative budget:

- Fiscal Year 2021 School District Budget Form (Exhibit A) – The budget form that the Illinois State Board of Education requires of school districts. This tentative budget will be available for inspection at the administration building thirty days prior to the required public hearing at the Board’s September 24, 2020 meeting.
- Fiscal Year 2021 Tentative Budget Revenue Summary (Exhibit B) – Comparison of the fiscal year 2020 unaudited revenues with the tentative fiscal year 2021 budget revenues.
- Fiscal Year 2021 Tentative Budget Function Expenditure Summary (Exhibit C) – Comparison by function of the fiscal year 2020 unaudited expenditures with the tentative fiscal 2021 budget expenditures.
- Fiscal Year 2021 Tentative Budget Object Expenditure Summary (Exhibit D) – Comparison by object of the fiscal year 2020 unaudited expenditures with the tentative fiscal 2021 budget expenditures.

It should be noted that the prior year revenues and expenditures of the aforementioned reports are on a cash basis. Through a series of audit adjustments, amounts will be revised to reflect a modified accrued basis of accounting which recognizes revenues and expenditures when incurred rather than received or disbursed. A true comparison of budget to actual amounts will not be available until the final audit has been completed in the October time frame.

As a reminder, listed below are key budget factors, along with any added or significantly changed assumptions discussed with the Board at its July 16, 2020 meeting. It should be noted that changes will occur prior to the official budget as administration attempts to deliver the most current information possible.

Revenues

- LOCAL SOURCES - The district is budgeting \$26,449,599 for the collection of property taxes to be allocated among its funds for fiscal year 2021. This represents a collection rate of 98.5 percent and takes the following factors into consideration:
 - The Consumer Price Index (CPI) that corresponds to the fiscal year 2021 tax receipts is 2.1 percent.
 - The new growth in Equalized Assessed Valuation (EAV) of property within the district's boundaries is \$11,889,855.
 - A reduction of approximately \$350,000 is assumed for prior year(s) tax refunds and objections from Cook County.
- STATE SOURCES - State revenues are budgeted based on assumptions. A majority of state revenue comes in the form of the Evidence Based Funding Formula in the projected amount of \$1,999,305.

Expenditures

- SALARIES & BENEFITS - The expenditure budget is largely driven by the staffing plan, with salaries and benefits accounting for approximately 69 percent of the overall budget. There are still a handful of vacancies at this time. Actual salaries and benefits will be adjusted at the time of the budget adoption in September.

RECOMMENDATION:

That the Board of Education approve the fiscal year 2021 tentative budget.



MOUNT PROSPECT SCHOOL DISTRICT 57

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

August 20, 2020

BOARD RECOMMENDATION

On Recommendation by the Superintendent:

That the Board of Education approve Policy 7:160.

Background Information

See attached.

Students

Student Appearance

A student's appearance, including dress and grooming, must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency. Procedures for handling students who dress or groom inappropriately will be developed by the Superintendent and included in the Student Handbook(s). The Superintendent is authorized to require students to wear face masks or other face coverings when required or recommended by health authorities, including but not limited to the Illinois Department of Public Health or the U.S. Center for Disease Control, and/or by the Illinois State Board of Education, during a pandemic or other similar health emergency.

LEGAL REF.: 105 ILCS 5/10-22.25b.
Tinker v. Des Moines Independent School Dist., 89 S.Ct. 733 (1969).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:165 (School Uniform),
7:190(Student Behavior)

ADOPTED:



MEMORANDUM

To: Members, Board of Education
 From: Elaine Aumiller
 Re: Policies First Read
 Date: August 20, 2020

The Policy Committee met on Wednesday, July 22, 2020, for a regular meeting to review policies updated in the IASB June 2020 Policy Reference Education Subscription Service (PRESS) packet. A list of the policies is provided below with a brief explanation of the changes being recommended to the Board during First Read on August 20, 2020. The PRESS Update Memo with more detailed explanation regarding each policy is included in the packet as well. Please carefully review the policies and recommended changes and bring forward any concerns to the August 20 meeting. These policies are scheduled for Board action for approval at Second Read on September 24, 2020.

Policy #	Title	Explanation
2:220	School Board Meeting Procedure	Policy, Legal References, Cross References, and footnotes are updated in response to amendments of the OMA. Recommendation is to adopt PRESS.
4:180	Pandemic Preparedness; Management; and Recovery	The policy and footnotes are updated in response to the General Assembly, ISBE, IAG and US DoE. Recommendation is to adopt PRESS.
7:40	Nonpublic School Students, Including Parochial and Home-Schooled Students	The policy is unchanged. Footnotes and Cross References are updated in response to a five-year review. Recommendation is to adopt PRESS.
7:190	Student Behavior	Policy, Legal References, Cross References, and footnotes are updated in response to new ISBE rules. Recommendation is to adopt PRESS..
7:340	Student Records	The policy, Legal References and footnotes are updated. Recommendation is to adopt PRESS.
7:345	Use of Educational Technologies; Student Data Privacy and Security	New policy to facilitate implementation of SOPPA. Recommendation is to adopt PRESS.

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

School Board

School Board Meeting Procedure

Agenda

The School Board President is responsible for focusing the Board meeting agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require extensive discussion before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Any Board member may submit suggested agenda items to the Board President for his or her consideration. District residents may suggest inclusions for the agenda. The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed.

The Superintendent shall provide a copy of the agenda, with adequate data and background information, to each Board member at least 48 hours before each meeting, except a meeting held in the event of an emergency. The meeting agenda shall be posted in accordance with Board policy 2:200, *Types of School Board Meetings*.

The Board President shall determine the order of business at regular Board meetings. Upon consent of a majority of members present, the order of business at any meeting may be changed.

Voting Method

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes is rotated.

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board's minutes. An individual Board member may request that a roll call vote be taken on any other matter; the President or other presiding officer may approve or deny the request but a denial is subject to being overturned by a majority vote of the members present.

Minutes

The Board Secretary shall keep written minutes of all Board meetings (whether open or closed), which shall be signed by the President and the Secretary. The minutes include:

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted *yea* and *nay*;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. Upon request by a Board member, a record of how he or she voted on a particular motion; and

9. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

The minutes shall be submitted to the Board for approval or modification at its next regularly scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

At least semi-annually in an open meeting, the Board: (1) reviews minutes from all closed meetings that are currently unavailable for public release, and (2) decides which, if any, no longer require confidential treatment and are available for public inspection. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release.

The Board's meeting minutes must be submitted to the Board Treasurer at such times as the Treasurer may require.

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within 10 days after the Board's approval; they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

Minutes from closed meetings are likewise available, but only if the Board has released them for public inspection, except that Board members may access closed session minutes not yet released for public inspection (1) in the District's administrative offices or their official storage location, and (2) in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. The minutes, whether reviewed by members of the public or the Board, shall not be removed from the District's administrative offices or their official storage location except by vote of the Board or by court order.

The Board's open meeting minutes shall be posted on the District website within ten days after the Board approves them; the minutes will remain posted for at least 60 days.

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location is maintained within the District's administrative offices for their official storage location.

After 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting.

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order.

Quorum and Participation by Audio or Video Means

A quorum of the Board must be physically present at all Board meetings. A majority of the full membership of the Board constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by video or audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, or (3) a family or other emergency. If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or

Superintendent at least 24 hours before the meeting unless advance notice is impractical. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

No Physical Presence of Quorum and Participation by Audio or Video; Disaster Declaration

The ability of the Board to meet in person with a quorum physically present at its meeting location may be affected by the Governor or the Director of the Ill. Dept. of Public Health issuing a disaster declaration related to a public health emergency. The Board President or, if the office is vacant or the President is absent or unable to perform the office's duties, the Vice President determines that an in-person meeting or a meeting conducted under the **Quorum and Participation by Audio or Video Means** subhead above, is not practical or prudent because of the disaster declaration; if neither the President nor Vice President are present or able to perform this determination, the Superintendent shall serve as the duly authorized designee for purposes of making this determination.

The individual who makes this determination for the Board shall put it in writing, include it on the Board's published notice and agenda for the audio or video meeting and in the meeting minutes, and ensure that the Board meets every OMA requirement for the Board to meet by video or audio conference without the physical presence of a quorum.

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use Robert's Rules of Order, Newly Revised (11th Edition), as a guide when a question arises concerning procedure.

Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board meeting. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.: 5 ILCS 120/2a, 120/2.02, 120/2.05, 120/2.06, and 120/7.
105 ILCS 5/10-6, 5/10-7, 5/10-12, and 5/10-16.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:150 (Committees), 2:200 (Types of School Board Meetings), 2:210 (Organizational School Board Meeting), 2:230 (Public Participation at School Board Meetings and Petitions to the Board)

ADOPTED:

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:

Students

Nonpublic School Students, Including Parochial and Home-Schooled Students

Part-Time Attendance

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal of the school in the school attendance area where the student resides. All requests for attendance in the following school year must be submitted before May 1.

A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, pro-rated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

Students with a Disability

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's Individualized Educational Program on the basis of the child's disabling condition or as the special education program location may require.

Extracurricular Activities, Including Interscholastic Competition

A nonpublic school student is eligible to participate in: (1) interscholastic competition, provided his or her participation adheres to the regulations established by any association in which the School District maintains a membership, and (2) non-athletic extracurricular activities, provided the student attends a District school for at least one-half of the regular school day, excluding lunch. A nonpublic student who participates in an extracurricular activity is subject to all policies, regulations, and rules that are applicable to other participants in the activity.

Assignment When Enrolling Full-Time in a District School

A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank.

Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to School Board policy 7:30, *Student Assignment and Intra-District Transfer*, as well as administrative procedures implementing this policy.

LEGAL REF.: 105 ILCS 5/10-20.24 and 5/14-6.01.

CROSS REF.: 4:110 (Transportation), 6:170 (Title I Programs), 6:190 (Extracurricular and Co-Curricular Activities), 6:320 (High School Credit for Proficiency), 7:30 (Student Assignment and Intra-District Transfer), 7:300 (Extracurricular Athletics)

ADOPTED:

Students

Student Behavior

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

When and Where Conduct Rules Apply

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

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

Prohibited Student Conduct

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

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

unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.

- e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
 - f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
 - g. *Look-alike* or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
 - h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.
 - i. Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.
4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.
 5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
 6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
 7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
 8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.

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

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

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce

physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

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

Disciplinary Measures

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

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

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because

behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

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

Isolated Time Out, Time Out, and Physical Restraint

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

Weapons

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

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

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

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

Re-Engagement of Returning Students

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

Required Notices

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

Delegation of Authority

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

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

Student Handbook

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

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

Incorporated

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

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

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

ADOPTED:

Students

Student Records

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

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

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

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

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

- LEGAL REF.: 20 U.S.C. §1232g, Family Educational Rights and Privacy Act, implemented by 34 C.F.R. Part 99.
50 ILCS 205/7.
105 ILCS 5/10-20.21b, 5/20.37, 5/20.40, and 5/14-1.01 et seq.
105 ILCS 10/, Ill. School Student Records Act.
105 ILCS 85/, Student Online Personal Protection Act.
325 ILCS 17/, Children’s Privacy Protection and Parental Empowerment Act.
750 ILCS 5/602.11, Ill. Marriage and Dissolution of Marriage Act.
23 Ill.Admin.Code Parts 226 and 375.
Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002).
Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).
- CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)
- ADMIN. PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:340-AP1 (School Student Records), 7:340-AP1, E1 (Notice to Parents/Guardians and Students of Their Rights Concerning a Student’s School Records), 7:340-AP1, E3 (Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information), 7:340-AP1, E4 (Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information, 7:340-AP1, E5 (Biometric Information Collection Authorization), 7:340-AP2 (Storage and Destruction of School Student Records), 7:340-AP2, E1 (Letter Containing Schedule for Destruction of School Student Records)
- ADOPTED:

Students

Use of Educational Technologies; Student Data Privacy and Security

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

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

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

Definitions

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

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

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

Operator Contracts

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

Security Standards

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

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

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

ADOPTED: