**Richland County Community Unit School District No.1**
**Board of Education**

**Regular Meeting**
**Thursday, December 16, 2021**
**Richland County High School**
**1200 E. Laurel St.**
**Olney, IL 62450**
**6:00 PM**


I. Call to Order and Pledge of Allegiance
II. Roll Call
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IV. Election of Board Secretary
V. Recognition and Comments from Employees and Public
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XI. Enter Executive Session
A. To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees
B. To Discuss Matters of Possible or Pending Litigation
C. To Discuss Matters of Closed Session Minutes

XII. Exit Executive Session

XIII. Leave(s) of Absence
A. RCMS Food Service Staff Member

XIV. Reinstatement of Sick Days
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A. RCHS Office Manager
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C. Transfer RCHS Custodian to RCHS Co-Head Custodian

XVII. Adjournment

I. Call to Order and Pledge of Allegiance

II. Roll Call

| | |
|---|---|
| Dennis Anderson: | Present |
| Norm Henderson: | Present |
| Marc Leist: | Present |
| Cindy Lockley: | Present |
| Doug Schneider: | Present |
| Jeff Wilson: | Present |

Present: 6.

III. Seat Newly Appointed School Board Member – The board approved the appointment of Alex Cline as board member at the November 3, 2021 special meeting. Mr. Wilson conducted the oath of office for newly appointed board member Alex Cline. Mr. Cline took his seat at the board table.

IV. Election of Vice President – Mr. Henderson nominated Mrs Cindy Lockley for Vice President. Being no other nominations, the Chair declared the nominations closed. By show of hands, Mrs. Lockley received seven votes. Having received the majority vote, the Chair declared Cindy Lockley as Vice President.

V. Appoint Alternate Recording Secretary

Motion to approve the appointment of Angie Wisner as alternate board recording secretary. This motion, made by Dennis Anderson and seconded by Doug Schneider, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VI. Recognition and Comments from Employees and Public - Recording Secretary Sonja Music read comments from Terry Puckett who is in favor of adding baseball and softball programs at the middle school level. Tony Duenas and Keith Redman addressed the board asking that the board consider adding baseball and softball programs at the middle school level. Rebecca Cummins read an email from Michael Weiler asking why the school calendar was amended without board approval. Mr. Weiler's email also asked the board to reduce or eliminate the tax levy. Additionally, Mr. Weiler stated that with better project management for the high school renovation, cost would have been minimized.

VII. Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by Norm Henderson and seconded by Doug Schneider, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VII.A. * Minutes of Previous Meetings – the minutes of the regular meeting of October 21, 2021 and special meeting of November 3, 2021

VII.B. * Closed Minutes

VII.B.1. * Approve Destruction of Audio Recordings of March 12 & 19, 2020

VII.C. * Communication - none

VII.D. * October FOIA Log – one request was received requesting video footage of the Kelsie Barnes incident in which she assaulted multiple board members.

VII.E. * Building & Discipline Reports – written reports were presented by Principals and Administrators – RCES, Cris Edwards; RCMS, Darrell Houchin and J.D. Hubbard; RCHS, Andy Thomann and Andy Julian; Special Education, Mick Whittler

VIII. Financial Reports

Motion to approve financial reports as presented. This motion, made by Dennis Anderson and seconded by Cindy Lockley, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

VIII.A. Treasurer's Report – the monthly treasurer's report was presented.

VIII.B. Balance Sheet – the monthly balance sheet was presented.

VIII.C. Approval of Bills and Payroll – The listing of current bills, in the amount of $927,706.54 to date of listing, and district payroll for the month of October was presented for payment. Payroll for personnel on regular employment status for the month of November is the same as for the month of October 2021 with the following:

ADDITIONS:

Richard Atkins – RCMS Custodian sub to full time
Vanessa Pfoff – RCES Secretary sub to full time
Julie Warfel – RCES Part-time food service

DELETIONS:

Sherry Geier – RCES Teacher (Retired)
Alisha Duenas – RCES Parent Educator
Scott Hahn – RCMS Custodian

CHANGES: None

VIII.D. All Other Financial Reports

VIII.D.1. Comparison of Funds - October 2020 with October 2021

VIII.D.2. Monthly Financial Report – the monthly financial report was presented.

VIII.D.3. Financial Update/Review – Mr. LeCrone reported that the State of Illinois has issued vouchers to the school district in the amount of $927,704.54.

IX. Administrative Reports

IX.A. Superintendent's Report

IX.A.1. 2021 School Report Card – Mr. Simpson presented the 2020-21 School Report Card noting that some items will be updated at a later date.

IX.A.2. American Education Week (November 15-19) – In recognition of American Education Week, Mr. Simpson announced that all RCCU #1 employees will be presented with a gift to thank them for their service.

IX.A.3. Consideration of Baseball and Softball at RCMS - Mr. Simpson announced that no action will be taken on the matter of adding baseball and softball programs at the middle school at this time to give the new board member time to review the information presented. The board will vote on this issue at the December 16th regular meeting.

IX.B. Assistant Superintendent's Report – none.

X. Unfinished Business

XI. New Business

XI.A. Approve Tentative Tax Levy ***Document Registry 21-11-01***

Motion to approve the Tentative Tax Levy as presented. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XI.B. Approve Resolution providing for the issue of General Obligation School Bonds (Alternate Revenue Source), Series 2018 & Series 2019, of the District, for the purpose of improving school facilities of the District, providing for the pledge of certain revenues and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchase thereof. ***Document Registry 21-11-02***

Motion to approve a resolution providing for the issue of General Obligation School Bonds (Alternate Revenue Source), Series 2018 & Series 2019, of the District, for the purpose of improving school facilities of the District, providing for the pledge of certain revenues and the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchase thereof. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XII. Enter Executive Session

Motion to enter executive session. This motion, made by Dennis Anderson and seconded by Doug Schneider, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XII.A. To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees

XII.B. To Discuss Matters of Possible or Pending Litigation

XII.C. To Consider the Selection of a Person to Fill a Public Office

XII.D. To Discuss Matters of Closed Session Minutes

XIII. Exit Executive Session

Motion to exit executive session. This motion, made by Doug Schneider and seconded by Dennis Anderson, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XIV. Resignation(s)

Motion to approve the resignations of Kelli Urfer as RCMS Paraprofessional effective November 10, 2021 and Mickey Haynes as JROTC Instructor effective May 22, 2022. This motion, made by Dennis Anderson and seconded by Doug Schneider, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XIV.C. School Board Member

Motion to approve the resignation of Doug Schneider as board member effective November 17, 2021. This motion, made by Doug Schneider and seconded by Cindy Lockley, Passed.
Dennis Anderson: Nay, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 6, Nay: 1
Dennis Anderson: Nay

XV. Employment

Motion to approve the employment of Hannah Reeves as RCES Food Service Staff Member effective November 17, 2021 and Tara Milburn as RCHS Custodian effective November 16, 2021. This motion, made by Cindy Lockley and seconded by Doug Schneider, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

XVI. Adjournment

Motion to adjourn the meeting at 9:01 p.m. This motion, made by Dennis Anderson and seconded by Alex Cline, Passed.
Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea, Doug Schneider: Yea, Jeff Wilson: Yea
Yea: 7, Nay: 0

Approved:

President: _____

Secretary: _____

I. Call to Order

| | |
|---|---|
| Dennis Anderson: | Present |
| Alex Cline: | Present |
| Norm Henderson: | Present |
| Marc Leist: | Present |
| Cindy Lockley: | Present |
| Jeff Wilson: | Absent |

Present: 5, Absent: 1.

II. Pledge of Allegiance

III. Recognition and Comments from Employees and Public

IV. Enter Executive Session

Motion to enter executive session at 5:01 p.m. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Jeff Wilson: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea
Yea: 5, Nay: 0, Absent: 1

IV.A. To Consider Information Regarding Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Individual Employees

IV.B. To Consider the Selection of a Person to Fill a Public Office

V. Exit Executive Session

Motion to exit the executive session at 5:12 p.m. This motion, made by Alex Cline and seconded by Norm Henderson, Passed.
Jeff Wilson: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea
Yea: 5, Nay: 0, Absent: 1

VI. Selection of Board Member

Motion to appoint Scott Snyder to fill the board member vacancy. This motion, made by Dennis Anderson and seconded by Marc Leist, Passed.
Jeff Wilson: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea
Yea: 5, Nay: 0, Absent: 1

VII. Resignations

Motion to approve the resignations of Jesse Thornton as RCHS Custodian effective November 26, 2021; Nathan Harper as RCHS Custodian effective immediately; and Brooke Armstrong as RCES Paraprofessional effective December 10 2021. This motion, made by Dennis Anderson and seconded by Norm Henderson, Passed.
Jeff Wilson: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea

Yea: 5, Nay: 0, Absent: 1

VIII. Employment

Motion to approve the employment of Roger Phillips as RCHS Custodian effective December 9, 2021. This motion, made by Norm Henderson and seconded by Alex Cline, Passed.
Jeff Wilson: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea
Yea: 5, Nay: 0, Absent: 1

IX. Adjournment

Motion to adjourn the special meeting at 5:16. This motion, made by Norm Henderson and seconded by Dennis Anderson, Passed.
Jeff Wilson: Absent, Dennis Anderson: Yea, Alex Cline: Yea, Norm Henderson: Yea, Marc Leist: Yea, Cindy Lockley: Yea
Yea: 5, Nay: 0, Absent: 1

Approved:

President: _____

Secretary: _____

*To thank you for your*
*kindness*
*and sympathy*
*at a time*
*when it was*
*deeply appreciated*

10

Thank you for the beautiful
bouquet & your expression
of sympathy.
Family of Steve Wilson

11

*In Appreciation*

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# School Board

## Powers and Duties of the School Board; Indemnification

The major powers and duties of the School Board include, but are not limited to:

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law. [1]
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law. [2]
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/,[3] and establishing an equal employment opportunity policy that prohibits unlawful discrimination. [4]
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration. [5]
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law. [6]
6. Entering contracts using the public bidding procedure when required. [7]

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**1** State law controls this policy's content. School board powers listed in the School Code are not exclusive, meaning that a board may exercise "all other powers not inconsistent with this Act that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board." 105 ILCS 5/10-20. This policy's intent is to list the *major* statutory powers and duties – not all of them. See also 105 ILCS 5/10-20.5 and 5/10-21.

For power/duty #1, see 105 ILCS 5/10-16 and 5/10-16.5 and policies 2:80, *Board Member Oath and Conduct*, and 2:210, *Organizational School Board Meeting*. Boards that elect officers for one-year terms and/or hold organizational meetings yearly, replace the default text in number 1 with the following:

> Annually organizing the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.

**2** 105 ILCS 5/10-20.5 and policy 2:240, *Board Policy Development*; 105 ILCS 5/10-21; and 115 ILCS 5/, Ill. Educational Labor Relations Act.

**3** 105 ILCS 5/10-23.12(c), added by P.A. 101-531; 105 ILCS 5/21B-75(b), amended by P.A.s 101-531 and 102-552. For further discussion see f/n 22 in policy 5:90, *Abused and Neglected Child Reporting*. **Note:** While 105 ILCS 5/10-23.12(c) permits boards to *immediately* dismiss certain employees upon the determination that he or she has willfully or negligently failed to report, this does not negate a board's responsibility to provide employees with due process required by the law and district policies and procedures. Consult the board attorney for further guidance.

**4** 105 ILCS 5/10-21.4 (employing superintendent); 5/10-20.7 and 5/10-21.1 (teachers); 5/10-21.9 (criminal history records checks); 5/10-22.34 (non-certificated personnel (this statute still uses *certificated* rather than *licensed*)); 5/10-22.4 (dismissing teachers for cause); and 5/10-23.5 and 5/24-12 (reduction in force). See policies in the **PRESS P**olicy **R**eference **M**anual Sections 3, General School Administration, and 5, Personnel.

**5** 105 ILCS 5/10-16.7.

**6** 105 ILCS 5/10-20.19 and 5/17-1 et seq. See policies in the **PRESS P**olicy **R**eference **M**anual Section 4, Operational Services.

**7** 105 ILCS 5/10-20.21. See policy 4:60, *Purchases and Contracts*.

7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy. [8]
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination. [9]
9. Approving the curriculum, textbooks, and educational services. [10]
10. Evaluating the educational program and approving School Improvement and District Improvement Plans. [11]
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance. [12]
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it. [13]
13. Establishing attendance units within the District and assigning students to the schools. [14]
14. Establishing the school year. [15]
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11. [16]
16. Providing student transportation services pursuant to State law. [17]
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities. [18]
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

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**8** For the first clause, see 105 ILCS 5/10-20.6, 5/10-20.12, 5/10-22.10, 5/10-22.35A, and 5/10-22.36; and policy 4:150, *Facility Management and Building Programs*. For the second clause, see 105 ILCS 5/10-22.35. For the third clause, see 105 ILCS 5/10-20.19c and policy 4:70, *Resource Conservation*.

**9** Many civil rights laws guarantee equal educational opportunities; see policy 7:10, *Equal Educational Opportunities*.

**10** 105 ILCS 5/10-20.8. See policies in the **PRESS P**olicy **R**eference **M**anual Section 6, Instruction.

**11** 105 ILCS 5/2-3.25d, which addressed school and district improvement plans, was repealed by P.A. 100-1046. 105 ILCS 5/2-3.25f, and 105 ILCS 5/27-1. For more specific information about school and district improvement plans, see policy 6:10, *Educational Philosophy and Objectives*, and f/n 6 in policy 6:15, *School Accountability*.

**12** 105 ILCS 5/10-17a.~~amdended by P.A.s 100-364, 100-465, 100-807, 100-863, 100-1121, and 101-68~~. This statute details the requirements for *presenting* the district report card and school report card(s), including presenting them at a regular school board meeting and posting them on the district's website.

**13** 105 ILCS 5/10-20.14 and 5/10-22.6, ~~amended by P.A.s 100-105, 100-810, and 100-1035~~. See policies 7:190, *Student Behavior*; 7:200, *Suspension Procedures*; and 7:210, *Expulsion Procedures*.

**14** 105 ILCS 5/10-21.3 and 5/10-22.5. See policy 7:30, *Student Assignment and Intra-District Transfer*.

**15** 105 ILCS 5/10-19, amended by P.A.s ~~100-465~~ 101-12 and 101-643; 23 Ill.Admin.Code §1.420. See policy 6:20, *School Year Calendar and Day*.

**16** Recognizing veterans on Nov. 11 is required by 105 ILCS 5/10-20.46.

**17** 105 ILCS 5/10-22.22. See policy 4:110, *Transportation*.

**18** 105 ILCS 5/10-22.31a. See policy 1:20, *District Organization, Operations, and Cooperative Agreements*.

19. Notifying the State Superintendent of Education promptly and in writing of the name of a licensed teacher who was convicted of a felony, along with the conviction and the name and location of the court where the conviction occurred. [19]
20. Notifying the Teachers' Retirement System (TRS) of the State of Ill. Board of Trustees promptly and in writing when it learns that a teacher as defined in the Ill. Pension Code was convicted of a felony, along with the name and location of the court where the conviction occurred, and the case number assigned by that court to the conviction. [20]
~~19.~~ 21. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters. [21]

Indemnification [22]

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3.53a, 2-3.53b, and 105 ILCS 5/21A-5 et seq.), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

[19] 325 ILCS 5/4(d), amended by P.A. 101-564. *Abuse* and *neglect* are defined in 325 ILCS 5/3 or an ~~disabled~~ *adult student with a disability* see 20 ILCS 1305/1-17(b). While board members are not required to take mandated reporter training provided by the Ill. Dept. of Children and Family Services (DCFS), being familiar with ANCRA's definition of an abused child and how mandated reporting works enables board members to better meet their duty under 325 ILCS 5/4(d). Board members may learn about ANCRA by taking DCFS mandated reporter training (available to anyone online at: https://mr.dcfstraining.org) or IASB's ANCRA course (available in the Online Learning center at: www.iasb.com).

[20] 105 ILCS 5/21B-85(a).

[21] Id. at 5/21B-85(b), amended by P.A. 102-552.

[22] See policy 8:10, *Connection with the Community*.

[23] 105 ILCS 5/10-20.20 (duty to indemnify) and 5/10-22.3 (duty to insure against loss or liability). These statutes identify the same individuals for protection except that the indemnification statute includes mentors of certified staff members. See f/n 3 in policy 4:100, *Insurance Management.*

Public officials or employees who are sued or incur loss because of the performance of their duties imposed or authorized by law on behalf of the public entity are entitled to indemnification. McQuillan on Municipal Corporations §12.137 (3rd ed. 1973). Public employees who must defend themselves in actions based upon the performance of official duties are entitled to indemnification. Wayne Twp. Bd. of Auditors v. Ludwig, 154 Ill.App.3d 899 (2nd Dist. 1987). The public's interest is served by indemnifying public officials and employees in the performance of their official duties in order to recruit and retain qualified public employees and officials.

LEGAL REF.: 105 ILCS 5/10, 5/17-1, 5/21B-85, and 5/27-1.
115 ILCS 5/, Ill. Educational Labor Relations Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 4:165 (Awareness and Prevention of Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

## Qualifications, Term, and Duties of Board Officers [1]

The School Board officers are: President, Vice President, Secretary, and Treasurer.[2] These officers are elected or appointed by the Board at its organizational meeting.

President [3]

The Board elects a President from its members for a two-year term. The duties of the President are to:

1. Preside at all meetings;
2. Focus the Board meeting agendas on appropriate content;
3. Make all Board committee appointments, unless specifically stated otherwise; [4]
4. Attend and observe any Board committee meeting at his or her discretion; [5]
5. Represent the Board on other boards or agencies;
6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
7. Call special meetings of the Board;
8. Serve as the head of the public body for purposes of the Open Meetings Act and Freedom of Information Act; [6]
9. Ensure that a quorum of the Board is physically present at all Board meetings, except as otherwise provided by the Open Meetings Act; [7]

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**1** State law controls this policy's content. Selection of officers must be in open session. 5 ILCS 120/2. Board officer vacancies are discussed in *Answers to FAQs: Vacancies on the Board of Education*, Ill. Council of School Attorneys, www.iasb.com/law/vacancies.cfm.

**2** Districts governed by a board of directors have three officers: a president, clerk, and treasurer. The president and clerk must be board members. 105 ILCS 5/10-5. While there is no prohibition on a board member simultaneously serving in two officer positions, doing so may create either the appearance of impropriety or a compliance issue for purposes of fraud protocols. Consult the board attorney for further guidance and/or request that the board member consult his or her own attorney.

**3** 105 ILCS 5/10-13. The board by resolution may decrease to one year the term of office for the president.

Of the listed duties, only the following are imposed by law: #1, preside at meetings (Id.); #6, sign minutes (105 ILCS 5/10-7) and sign certificate of tax levy (105 ILCS 5/17-11); #7, call special meetings (105 ILCS 5/10-16); and #8, serve as *head of the public body* for the Open Meetings Act (OMA) and the Freedom of Information Act (FOIA) purposes (5 ILCS 120(7)(e) and 140/2(e)). ~~140/7 (f), and 140/9.5)~~

**4** Alternatively, strike the "unless" clause and substitute: "subject to Board approval." Be sure this treatment is consistent with policy 2:150, *Committees*.

**5** Optional. A board that wants the president to participate in committee meetings may use the following alternative: "Be a member of all Board committees." Using this alternative, the president would be counted to determine the number of members that constitutes a quorum for each board committee meeting. If a board would like the superintendent to attend any or all meetings of a board committee, it should consider asking the superintendent to be a committee resource person (or other such title) rather than an ex-officio member of the board committee itself. That way, the superintendent will not count to determine the number of committee members that constitutes a quorum.

**6** The *head of the public body* or its attorney may request an advisory opinion from the Ill. Attorney General Public Access Counselor (PAC) concerning compliance with OMA or FOIA. 5 ILCS 120/3.5(h) and 5 ILCS 140/9.5(h). FOIA defines *head of the public body* to mean *president* or "such person's duly authorized designee." 5 ILCS 140/2(e). Preliminary drafts, recommendations, and other records in which opinions are expressed, or policies are formulated, lose this exemption from disclosure if a relevant portion of a requested record is publicly cited and identified by the *head of the public body*. 5 ILCS 140/7(1)(f).

**7** Optional. Requiring the president to monitor the presence of a quorum assists compliance with OMA's mandate that a quorum be physically present at all board meetings, except as otherwise provided by OMA. 5 ILCS 120/7, amended by P.A. 101-640.

10. Administer the oath of office to new Board members; [8]
11. Serve as or appoint the Board's official spokesperson to the media;
12. Except when the Board President is the subject of a complaint of sexual harassment, a witness, or otherwise conflicted, appoint a qualified outside investigator to conduct an independent review of allegations of sexual harassment made against a Board member by another Board member or elected official; and [9]
13. Ensure that the fingerprint-based criminal history records information checks and/or screenings required by State law and policy 5:30, *Hiring Process and Criteria*, are completed for the Superintendent. [10]

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency. [11]

Vice President [12]

The Board elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if:

1. The office of President is vacant;
2. The President is absent; or
3. The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by a special Board election.

**8** Optional. Omit this duty if policy 2:80, *Board Member Oath and Conduct*, provides that the board member oath is given by other means.

**9** See policy 2:105, *Ethics and Gift Ban*, **Complaints of Sexual Harassment Made Against Board Members by Elected Officials** subhead. 5 ILCS 430/70-5, amended by P.A. 101-221, requires school districts to amend their sexual harassment policies "to provide for a mechanism for reporting and independent review of allegations of sexual harassment made against an elected official of the governmental unit by another elected official of a governmental unit." If the board has chosen to have the Superintendent appoint an outside investigator in these cases (see 2:105, *Ethics and Gift Ban*, at f/n 12), remove item 12 from the list of board president duties and delete the Cross Reference to 2:105, *Ethics and Gift Ban*.

**10** See the subhead entitled **Screening** in sample policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*, and f/n 12 of policy 5:30, *Hiring Process and Criteria*.

**11** 105 ILCS 5/10-13.1 states that the "vice-president shall perform the duties of the president if there is a vacancy in the office of president or in case of the president's absence or inability to act … ." However, an earlier enacted statute calls for the appointment of a *president pro tempore* if the president is absent from any meeting or refuses to perform his or her duties, and specifies that the "vice-president, if the board elects such officer, shall be appointed the president pro tempore." 105 ILCS 5/10-13. This policy resolves any confusion by implementing the latter enacted statute and stating that the vice president fills a vacancy in the presidency.

**12** 105 ILCS 5/10-13.1. The board by resolution may decrease to one year the term of office for the vice president.

Secretary [13]

The Board elects a Secretary for a two-year term. The Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the Secretary is a Board member, the compensation shall not exceed $500 per year, as fixed by the Board at least 180 days before the beginning of the term.[14] The duties of the Secretary are to:

1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election official for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

Recording Secretary [15]

The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means. [16]

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**13** 105 ILCS 5/10-14. The board by resolution may decrease to one year the term of office for the secretary. In districts governed by a board of directors, a clerk who is a board member performs these duties. 105 ILCS 5/10-5. The policy's provisions regarding compensation are required by 105 ILCS 5/10-14 (governs secretaries who are board members and non-board members) and by 50 ILCS 145/2 (governs secretaries who are board members).

Of the listed duties, only the following are imposed by law: #1, board meeting minutes (105 ILCS 5/10-7; see policy 2:220, *School Board Meeting Procedure*, for the requirements for minutes); #3, records board's official acts and submits them to the treasurer (105 ILCS 5/10-7); #4, treasurer's report (105 ILCS 5/10-8); #5, local election official (see f/ns 2 and 7 of policy 2:30, *School District Elections*); #6, public inspection of the budget (105 ILCS 5/17-1).

**Use this alternative for districts in suburban Cook County:** replace "Regional Superintendent" in item #4 with "appropriate Intermediate Service Center."

**14** 105 ILCS 5/10-14 and 50 ILCS 145/2.

**15** This section is optional.

**16** To allow attendance by video or audio means, a board must adopt policy language conforming to the restrictions in OMA. 5 ILCS 120/2.01 and 120/7, both amended by P.A. 101-640. See subhead **Quorum and Participation by Audio or Video Means** in policy 2:220, *School Board Meeting Procedure*, and its f/n 31.

Treasurer [17]

The Treasurer of the Board shall be either a member of the Board who serves a one-year term or a non-Board member who serves at the Board's pleasure.[18] A Treasurer who is a Board member may not be compensated.[19] A Treasurer who is not a Board member may be compensated provided it is established before the appointment.[20] The Treasurer must: [21]

1. Be at least 21 years old;
2. Not be a member of the County Board of School Trustees; and
3. Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall: [22]

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment

**17** This section is for: (1) districts in a Class I county (all counties except Cook Co.), or (2) a Class II county (Cook Co.) district that has withdrawn from the authority of the township treasurer or is located in a township in which the office of township treasurer was abolished. 105 ILCS 5/5-1 defines Class I county school units as districts in counties with less than 2,000,000 inhabitants. Those districts in Cook County (Class II county) under the authority of the trustees of schools of the township and the township treasurers should use this alternative: "Qualifications, appointment, and duties of the Treasurer for the School District shall be as provided in the School Code." See 105 ILCS 5/8-1(a) for how the township treasurer is appointed and the term of office; duties are found in 105 ILCS 5/8-2, 5/8-5, 5/8-6, 5/8-7, 5/8-16, and 5/8-17. For districts in a Class II county, in the Legal References insert "5/8-5" before "5/8-6" and insert "5/8-7" after "5/8-6."

**18** 105 ILCS 5/8-1(b). The treasurer's term of office is two years if the district is located in a Class II county (Cook Co.) that was under the jurisdiction and authority of the township treasurer and township trustees of schools at the time those offices were abolished. 105 ILCS 5/8-1(c). Those boards should use the following alternative:

The Treasurer of the Board shall serve a two-year term beginning and ending on the first day of July.

**19** 105 ILCS 5/8-1(b) and (c).

**20** 105 ILCS 5/8-3.

**21** Qualification #1 is required for treasurers in a Class I county or Class II county (Cook Co.) that withdrew from the authority of the township treasurer and township trustees of schools. 105 ILCS 5/8-1(b). This sample policy makes it applicable to Class II county (Cook Co.) districts that were under the authority of the township treasurer and township trustees of schools at the time those offices were abolished.

Qualification #2 is required for treasurers in a Class I county or Class II county (Cook Co.) that withdrew from the authority of the township treasurer and township trustees of schools. 105 ILCS 5/8-1(b). Districts in a Class II county (Cook Co.) that were under the authority of the township treasurer and township trustees of schools at the time those offices were abolished should replace this qualification as follows: "2. Not be the District Superintendent." 105 ILCS 5/8-1(c).

Qualification #3 is required for treasurers in a Class I county. 105 ILCS 5/8-1(d). This qualification should be replaced by the following for districts in a Class II county (Cook Co.): "Upon being appointed for his or her first term, be a certified public accountant or a certified chief school business official as defined in the School Code; experience as a township treasurer in a Class II county school before July 1, 1989 is deemed equivalent." 105 ILCS 5/8-1(e).

**22** 105 ILCS 5/8-2, 5/8-6, 5/8-7, and 5/8-16.

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LEGAL REF.: 5 ILCS 120/7 and 420/4A-106.
105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5, 5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, 5/10-21.9, 5/17-1, and 5/21B-85.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:105 (Ethics and Gift Ban), 2:150 (Committees), 2:210 (Organizational School Board Meeting), 2:220 (School Board Meeting Procedure)

# School Board

## Board Member Development [1]

The School Board desires that its individual members learn, understand, and practice effective governance principles.[2] The Board is responsible for Board member orientation and development. Board members have an equal opportunity to attend State and national meetings designed to familiarize members with public school issues, governance, and legislation.

The Board President and/or Superintendent shall provide all Board members with information regarding pertinent education materials, publications, and notices of training or development.

Mandatory Board Member Training [3]

Each Board member is responsible for his or her own compliance with the mandatory training laws that are described below:

1. Each Board member elected or appointed to fill a vacancy of at least one year's duration must complete at least four hours of professional development leadership training in education and labor law, financial oversight and accountability, ~~and~~ fiduciary responsibilities, and (beginning in the fall of 2023) trauma-informed practices for students and staff within the first year of his or her first term. [4]
2. Each Board member must complete training on the Open Meetings Act no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of the certificate of completion with the Board. Training on the Open Meetings Act is only required once. [5]
3. Each Board member must complete a training program on evaluations under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal using the optional alternative evaluation dismissal process. This dismissal process is available after the District's PERA implementation date. [6]

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[1] State law governs the mandatory board member training provisions in this sample policy.

[2] The IASB *Foundational Principles of Effective Governance* is available online at: www.iasb.com/principles.cfm.

[3] A board may omit the description of mandatory training requirements by deleting "~~that are described below~~" and deleting the numbered list.

[4] 105 ILCS 5/10-16a, amended by P.A. 102-638. See 105 ILCS 5/10-16a(b-5) for the required and recommended elements of the training regarding trauma-informed practices.

[5] 5 ILCS 120/1.05(b). IASB is an authorized provider of this training. 5 ILCS 120/1.05(c).

[6] 105 ILCS 5/24-16.5. This mandatory training requirement was phased-in as districts implemented evaluations that incorporate student growth as a significant factor, otherwise known as Performance Evaluation Reform Act (PERA) evaluations. The implementation timeline for PERA evaluations varied from district to district but all districts must implement PERA evaluations. After the implementation of PERA evaluations, a district may use an optional alternative evaluative dismissal process using the PERA evaluation. Before voting on a dismissal based upon an optional alternative evaluative dismissal process, a board member must complete a training program on PERA evaluations. IASB is an authorized provider of this training. For more information about PERA, see *PERA Overview for School Board Members*, iasb.com/law/pera.cfm.

The Superintendent or designee shall maintain on the District website a log identifying the complete training and development activities of each Board member, including both mandatory and non-mandatory training. [7]

Professional Development; Adverse Consequences of School Exclusion; Student Behavior [8]

The Board President or Superintendent, or their designees, will make reasonable efforts to provide ongoing professional development to Board members about the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.

Board Self-Evaluation

The Board will conduct periodic self-evaluations with the goal of continuous improvement. [9]

New Board Member Orientation [10]

The orientation process for newly elected or appointed Board members includes:

1. The Board President or Superintendent, or their designees, shall give each new Board member a copy of or online access to the Board Policy Manual, the Board's regular meeting minutes for the past year, and other helpful information including material describing the District and explaining the Board's roles and responsibilities.
2. The Board President or designee shall schedule one or more special Board meetings, or schedule time during regular meetings, for Board members to become acquainted and to review Board processes and procedures.
3. The Board President may request a veteran Board member to mentor a new member. [11]
4. All new members are encouraged to attend workshops for new members conducted by the Illinois Association of School Boards.

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**7** 105 ILCS 5/10-16a requires each school district to post on its website, if any, the names of all board members who have completed the minimum of four hours of training described in #1. Recognizing that a board may want to highlight all training and development achievements, the sample policy extends this reporting requirement to all training and development activities. For a website reporting template, see 2:120-E2, *Website Listing of Development and Training Completed by Board Members*.

A board may choose to strictly follow the statute by using the following alternative: "The Superintendent or designee shall post on the District website the names of all Board members who have completed the professional development leadership training described in number 1, above."

**8** Optional. 105 ILCS 5/10-22.6(c-5). ~~Amended by P.A. 100-810, eff. 1-1-19~~ Information about professional development opportunities is available through IASB's Online Learning Center (OLC). Inquire at: onlinelearning@iasb.com.

**9** Boards are not required to conduct self-evaluations, but may hold a closed meeting with representatives of a State association authorized under Article 23 of the School Code for the purpose of discussing self-evaluation practices and procedures, or professional ethics. 5 ILCS 120/2(c)(16).

**10** New board member orientation is a critical step in helping new board members become effective and in promoting a smooth functioning *new team*. The first paragraph should be customized to add references to the IASB policy services that the district receives, e.g., **PRESS**, **PRESS Online**, **S**chool **B**oard **P**olicies **O**nline, and **PRESS Plus**.

**11** See 2:120-E1, *Guidelines for Serving as a Mentor to a New School Board Member*.

Candidates

The Superintendent or designee shall invite all current candidates for the office of Board member to attend: (1) Board meetings, except that this invitation shall not extend to any closed meetings, and (2) pre-election workshops for candidates

LEGAL REF.: 5 ILCS 120/1.05 and 120/2.
105 ILCS 5/10-16a and 5/24-16.5.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:125 (Board Member Compensation; Expenses), 2:200 (Types of School Board Meetings)

# School Board

## School Board Meeting Procedure [1]

Agenda

The School Board President is responsible for focusing the Board meeting agendas on appropriate content.[2] 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. [3]

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting.[4] Items submitted by Board members to the Superintendent or the President shall be placed on the agenda for an upcoming meeting.[5] District residents may suggest inclusions for the agenda.[6] The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed. [7]

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**1** State law requires boards to have a policy concerning: (1) the public's right to record meetings (5 ILCS 120/2.05), and (2) if applicable, attendance by video or audio means (5 ILCS 120/7, amended by P.A. 101-640). Boards are not mandated to have a policy on the remaining topics covered in this policy. The following items are matters of local discretion: agenda preparation and contents, process for board members to have items placed on agenda, receipt and handling of residents' requests for agenda inclusions, and order of business.

**2** Appropriate agenda content includes: establishing board processes, clarifying the district's purpose, delegating authority, defining operating limits, monitoring district progress, and taking legally required board action. See *IASB's Foundational Principles of Effective Governance* at: www.iasb.com/IASB/media/Documents/found_prin.pdf.

**3** To comply with the Open Meetings Act's (OMA's) mandate that minutes contain a "summary of discussion on all matters proposed, deliberated, or decided," a board should include a list of consent items in the agenda. OMA also requires that any final action "be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted." 5 ILCS 120/2(e). Some level of explanation of the consent agenda items must be verbally given before a board votes to approve a consent agenda. The Ill. Supreme Court has held that "the recital must announce the nature of the matter under consideration, with sufficient detail to identify the particular transaction or issue, but need not provide an explanation of its terms or its significance." Bd. of Educ.~~ation~~ of Springfield Sch. Dist. No. 186 v. Atty. Gen. of Ill., 77 N.E.3d 625 (Ill. 2017).

**4** 5 ILCS 120/2.02(c). The Ill. Appellate Court held that OMA prohibits a board from voting on a matter at a regular meeting that is not on the pre-meeting published agenda. Rice v. B~~oar~~d. of Trustees of Adams C~~ou~~nty., 326 Ill.App.3d 1120 (4th Dist. 2002).

**5** An alternative follows:

> Any Board member may submit suggested agenda items to the Board President for his or her consideration.

**6** See policy 2:230, *Public Participation at School Board Meetings and Petitions to the Board*. In districts governed by a board of school directors, an appointed board official must give a person requesting consideration of a matter by the board a formal written response no later than 60 days after receiving the request. The response must establish a meeting before the board or list the reasons for denying the request. 105 ILCS 5/10-6.

Options follow to restrict the addition of new agenda items; the phrases between [ ] may be used together, separately, or eliminated.

Discussion items may be added to the agenda [at the beginning of a regular meeting] [upon unanimous approval of those Board members present].

**7** An opinion from the Ill. Public Access Counselor found no violation of the OMA when a board removed an item from the agenda within the 48-hour notice time period. PAO 14-3. Removals inform the public that the board does not plan to proceed on the topic.

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.[8] 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.[9] 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

[8] State law does not require this, except that 105 ILCS 5/10-16 requires members to receive a written notice of a special meeting that includes the meeting's purpose.

[9] In most situations, the failure of a member to vote has the effect of acquiescence or concurrence with the majority of votes cast. Prosser v. Village of Fox Lake, 438 N.E.2d 134 (Ill. 1982); People v. Bertrand, 978 N.E.2d 681 (1st Dist. 2012). For example, a motion passes with a vote of two *yeas*, one *nay*, and four *abstentions*. A motion fails with a vote of two *yeas*, three *nays*, and two *abstentions*. A motion fails with a vote of three *yeas*, three *nays*, and one *abstain* because there is no majority. Exceptions include when a statute requires the *affirmative vote* of a majority or extra. Statutory exceptions include the following board actions:

1. Dismissing a teacher for any reason other than reduction of staff or elimination of that position requires approval by the majority of all members. 105 ILCS 5/24-12.
2. Directing the sale of district real property or buildings thereon must be approved by at least 2/3 of the board members (105 ILCS 5/5-22), unless the sale is residential property constructed or renovated by students as part of a curricular program, in which case, the board could engage the services of a licensed real estate broker to sell the property for a commission not to exceed 7%, contingent upon the public listing of the property on a multiple listing service for a minimum of 14 calendar days and a sale of the property happens within 120 days.
3. Making or renewing a lease of school property to another school district or municipality or body politic and corporate for a term longer than ten years, or to alter the terms of such a lease whose unexpired term exceeds 10 years, requires approval by at least 2/3 of the board's full membership. 105 ILCS 5/10-22.11.
4. Leasing any building, rooms, grounds, and appurtenances to be used by the district for school or administration purposes for a term longer than ten years, or to alter the terms of such a lease whose unexpired term exceeds ten years, requires approval by at least 2/3 of the board's full membership. 105 ILCS 5/10-22.12.
5. Obtaining personal property by lease or installment contract requires approval by an affirmative vote of at least 2/3 of the board members. *Personal property* includes computer hardware and software and all equipment, fixtures, and improvements to existing district facilities to accommodate computers. 105 ILCS 5/10-22.25a.
6. Adopting a supplemental budget after a successful referendum requires approval by a majority of the full board. 105 ILCS 5/17-3.2.
7. Petitioning the circuit court for an emergency election requires approval by a majority of the members. 10 ILCS 5/2A-1.4.
8. Expending funds in emergency situation in the absence of required bidding requires approval by at least 3/4 of the board. 105 ILCS 5/10-20.21.
9. Exchanging school building sites requires approval by at least a 2/3 majority of the board. 105 ILCS 5/5-23.
10. Waiving the administrative cost cap requires approval by an affirmative vote of at least 2/3 of the board. 105 ILCS 5/17-1.5.
11. Authorizing an advisory question of public policy to be placed on the ballot at the next regularly scheduled election requires approval by a majority of the board. 105 ILCS 5/9-1.5.

*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. **10**

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. **11**

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.**12** The minutes include: **13**

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;**14** 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. **15**

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**10** Voting sequence is at the board's discretion. A board may indicate how frequently it changes the voting sequence by adding *after each vote*, *monthly*, or *annually* to the end of the sentence. All board members, including officers, may make motions and vote.

**11** This paragraph's first sentence contains the requirements in 105 ILCS 5/10-7. The second sentence is optional and may be deleted or amended. Other optional provisions include:

> **Option 1:** Any Board member may include a written explanation of his or her vote in the District file containing individual Board member statements; the explanation will not be part of the minutes.
> **Option 2:** Any Board member may request that his or her vote be changed before the President announces the result.

**12** 105 ILCS 5/10-7 and 5 ILCS 120/2.06. The minutes are the only record showing that the board took official action, including necessary prerequisites to make such action legally sufficient. A non-member recording secretary or clerk may be given these responsibilities. 105 ILCS 5/10-14.

**13** All items listed are required to be recorded in minutes **except** items 7-9; other items may be included at the board's discretion. 5 ILCS 120/2.06 and 120/2a; 105 ILCS 5/10-7. The Ill. Public Access Counselor (PAC) found a board's vague reference to a *personnel matter* insufficient to meet the requirements of #3. PAO 13-7.

**14** The intent behind this optional item is to give an individual member a means of recording his or her support or opposition to a motion that was taken by oral vote; it will record that the individual took an alternative position to that of the majority without having the minutes recite unnecessary detail.

**15** Required by 5 ILCS 120/2.06(b).

~~At least semi-annually~~ Every six months, or as soon after as is practicable, in an open meeting, the Board: (1) reviews minutes from all closed meetings that are currently unavailable for public release, and (2) ~~decides~~ determines which, if any, no longer require confidential treatment and are available for public inspection.**16** This is also referred to as a *semi-annual review*. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release, but it reports its determination in open session. **17**

The Board's meeting minutes must be submitted to the Board Treasurer at such times as the Treasurer may require. **18**

The official minutes are in the custody of the Board Secretary.**19** Open meeting minutes are available for inspection during regular office hours within 10 days after the Board's approval;**20** 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.**21** 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. **22**

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. **23**

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings.**24** If neither is present, the Board President or presiding officer shall assume this

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**16** Required by 5 ILCS 120/2.06(d), amended by P.A. 102-653. If a board is unable to conduct the review every six months, it must do so as soon after as is practicable, taking into account the nature and meeting schedule of the board. Id. A board may also conduct the review more frequently. For the sake of brevity and to align with the closed meeting exception in 5 ILCS 120/2(c)(21) that continues to refer to a public body's *semi-annual* review of its closed session minutes, this policy's exhibits use the term *semi-annual*, even though that term was removed from 5 ILCS 120/2.06(d).

While board notes from closed sessions may be confidential under the Freedom of Information Act (FOIA), they may be discoverable by the opposing party in a lawsuit. Bobkoski v. Cary Sch. Dist. 26, 141 F.R.D. 88 (N.D. Ill. 1992).

The failure to strictly comply with the semi-annual review does not cause the written minutes or related verbatim record to become public, provided that the board, within 60 days of discovering its failure to strictly comply, reviews the closed session minutes and reports the result of that review in open session. 5 ILCS 120/2.06(d), amended by P.A. 102-653.

**17** 5 ILCS 120/2(c)(21) allows boards to discuss the confidentiality needs of closed meeting minutes in closed meetings.

**18** Required by 105 ILCS 5/10-7.

**19** Optional provision: "A copy of the minutes is kept in a secure location appropriate for valuables."

**20** Required by 5 ILCS 120/2.06(b).

**21** 5 ILCS 120/2.06(f). The listed individuals in the statute are matched to the titles in the IASB Policy Reference Manual. If the board wishes to mirror the statutory language, delete: ~~the Recording Secretary, the Superintendent or designated administrator, or any elected Board member~~ and replace with: "a records secretary, an administrative official of the public body, or any elected official of the public body."

See the discussion in paragraph two of f/n 27 below about what *in the presence of* means.

**22** Id.

**23** Posting on the website is required *only if* the district has a website that is maintained by a full-time staff member; if not, this sentence may be omitted. 5 ILCS 120/2.06(b).

**24** Boards must keep a verbatim record of their closed meetings in the form of an audio or video recording. 5 ILCS 120/2.06(a). This sample policy uses audio recording only; a board that uses a video recording should amend this policy and exhibit 2:220-E1, *Board Treatment of Closed Meeting Verbatim Recordings and Minutes*.

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 for storing closed meeting audio recordings is maintained close to the Board's regular meeting location. **25**

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. **26**

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member.**27** Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location.**28** 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. **29**

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during

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The interests of continuity, efficiency, and ease of holding someone accountable suggest that the superintendent be made responsible for making and storing the verbatim recordings. If the superintendent is not present, e.g., during discussions concerning the superintendent's contract, the tasks should be given to a board member.

**25** Alternatively, use: "is maintained within the District's administrative offices or their official storage location."

**26** This paragraph paraphrases 5 ILCS 120/2.06(c). No notification to, or the approval of, a records commission or the State Archivist is needed if a recording is destroyed under the conditions listed.

**27** 5 ILCS 120/2.06(e). The listed individuals align with the other titles used in the IASB Policy Reference Manual. If the board wishes to mirror the statute, delete: ~~the Recording Secretary, the Superintendent or designated administrator, or any elected Board member~~ and replace with: "a records secretary, an administrative official of the public body, or any elected official of the public body."

The intent of the *in the presence of* language is meant to protect both (1) the verbatim recordings/closed session minutes (see f/n 21 above), and (2) the board members requesting access to them. It ensures that a school district official is present at all times when a requesting board member accesses the verbatim recording/closed session minutes. The requirement is meant to prevent misuse and removal of the verbatim recording/closed session minutes from the district offices or official storage location. It is also meant to protect the board member who requests the access from being alone and in a situation where ~~he or she~~ the board member could potentially be accused of tampering with or taking the verbatim recording/closed session minutes.

Consult the board attorney about:

1. The practice of sending an *appointed* board member to be present with a board member who requests access to verbatim recordings/closed session minutes. 5 ILCS 120/2.06(e) states, "any *elected* member of the Board;" appointed is not listed but is mentioned elsewhere in the language of this section of the law;
2. Access to verbatim recordings/closed session minutes by other officials employed by the district, e.g., superintendent or other high-level administrators and even the board attorney; and
3. How this law affects the sharing of closed session minutes with board members prior to a meeting at which the closed session minutes will be approved.

The intent of P.A. 99-515, which amended 5 ILCS 120/2.06(e), was to manage a board member's *individual* request for access to these items in ~~his or her~~ the board member's individual capacity (see 2:80, *Board Member Oath and Conduct*), not change prior practices in regard to other officials and board attorneys or the required work of school boards under various laws. While many attorneys do not interpret the ~~new~~ law to restrict access or change procedures for these other high-level school officials and attorneys employed by the district, some attorneys do and it is important to obtain legal advice on this specific issue.

**28** Id.

**29** Id.

closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections. **30**

Quorum and Participation by Audio or Video Means **31**

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 **32**

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

**30** This paragraph is optional. It provides boards an opportunity to discuss and encourage each member to carefully think about purposes for their requests to listen to verbatim recordings, which historically has been and should continue to be to "access information relevant to the exercise of duties" for the public body. Intra-board conflicts may escalate if the recording is used to confirm or dispute who-said-what. Prior to P.A. 99-515, OMA did (and still does) allow boards to release these types of information. 5 ILCS 120/2.06(e). Further, Ill. Atty. Gen. Op. 32, 1996, opined that board members cannot be denied access to information relevant to the exercise of his or her duties. Board members should evaluate whether their requests under 5 ILCS 120/2.06(e) are "relevant to the exercise of their duties" before making such requests. Confirming or disputing who-said-what diverts resources away from operations of the district in educating its students. Additional considerations in listening to verbatim recordings may include personnel and student records confidentiality issues, which should be discussed with the board attorney.

**31** 5 ILCS 120/2.01 and 120/7, amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. In order to allow attendance by video or audio means, a board must adopt a policy conforming to the restrictions in OMA. The statute requires the board member who wishes to attend remotely to notify the "recording secretary or clerk of the public body." The policy includes the superintendent as a possible person to receive the notice. Everything in this section is required aside from provisions on the length of notification that is given the secretary and the process for accommodating the request. Alternatively, a board may: (1) prohibit members from participating by video or audio means by omitting this section, (2) add other requirements, or (3) alter the 24 hour notification. Note that the statute does not contemplate someone either approving or denying a request, only that the request be accommodated if the notification is provided.

In a non-binding opinion, the PAC found a public body violated OMA when it allowed a board member to join a closed session meeting remotely without first taking action at that particular meeting in open session to approve the remote participation. 2019 PAC 57660. Therefore, even with the adoption of this policy to approve remote participation, best practice is to ensure the public is informed of any board members that are participating remotely for a particular board meeting. Consult the board attorney for advice on whether the board should take action every time it wishes to permit a member to participate remotely or in those instances where a board member objects to such participation.

**32** 5 ILCS 120/2.01and 120/7(e)(1)-(10), amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. During the 2020 COVID-19 pandemic, Ill. Gov. Pritzker issued Executive Order (EO) 2020-07 pursuant to 20 ILCS 3305/7 (disaster proclamation due to public health emergency) that temporarily suspended OMA's physical quorum requirement. The Governor extended this OMA relief through subsequent Executive Orders as the crisis continued. ~~See Eos 2020-18, 2020-33, and 2020-39. During the period covered by EO 2020-39,~~ In June of 2020, 5 ILCS 120/120/7(e), amended by P.A. 101-640 was enacted, immediately requiring public bodies to meet a number of conditions before suspending the physical quorum requirement.

Boards must remember that public comment is still required when a quorum is not physically present at the meeting location. See Public Comment section of the Ill. Atty. Gen.'s guidance entitled *Guidance to Public Bodies on the Open Meetings Act and the Freedom of Information Act During the COVID-19 Pandemic* on p. 5 at: www.foia.ilattorneygeneral.net/pdf/OMA_FOIA_Guide.pdf.

declaration related to a public health emergency.[33] 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. [34]

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,[35] 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. [36]

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use the most recent edition of Robert's Rules of Order Newly Revised, ~~(11th Edition~~), as a guide when a question arises concerning procedure. [37]

Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board meeting.[38] 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.

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**33** The phrase "due to public health emergency" aligns with Ill. Emergency Act (IEMA), 20 ILCS 3305/4 and 7, which provides the governor with the power to declare a disaster. 5 ILCS 120/7(e)(1), amended by P.A. 101-640, uses the phrase "related to public health concerns because [the governor has declared] a disaster" and while not aligning with IEMA text, means "public health emergency." For ease of understanding and alignment with IEMA, this policy uses "public health emergency."

To avoid confusion, note that the triggers under 5 ILCS 120/7(e), amended by P.A. 101-640, for when a school board may conduct its meetings by audio or video conference without the physical presence of a quorum are a bit more broad than the School Code's triggers to implement remote and/or blended remote learning days (RLD/BRLDs). OMA states (1) the "governor **or the director of IDPH** has issued a disaster declaration of a disaster as defined in 20 ILCS 3305/ …." This means that it is possible for the board to meet remotely if the director of IDPH declares a disaster under OMA, but that may not mean a district must implement RLD/BLRDs because the School Code states that the governor must declare the disaster.

**34** 5 ILCS 120/7(e)(2), amended by P.A. 101-640 states "the head of the public body as defined in [the Freedom of Information Act (FOIA), 5 ILCS 140/2(e), FOIA]." FOIA defines *head of the public body* to mean the *president* or "such person's duly authorized designee." 5 ILCS 140/2(e). Policy 2:110, *Qualifications, Term, and Duties of Board Officers*, designates the vice president to perform the duties of the president if that office is vacant or he or she is absent or unable to perform the office's duties.

For practical purposes if a disaster is declared due to a public health concern, this policy designates the superintendent as "[the president or vice president's] duly authorized designee" pursuant to the authority of 5 ILCS 140/2(e) for the board to move forward with the required determination to meet by audio or video with no physical presence of a quorum.

**35** While this phrase of the sentence is not required in OMA, many attorneys agree that transparency best practices in this situation include the individual making the determination to: (1) put it in writing referring to the specific disaster declaration applicable to the board's jurisdiction and the public health concern/public health emergency that applies to not having an in-person meeting; and (2) include that written determination (a) on the board's published notice and agenda for the audio or video meeting, and (b) in the meeting minutes.

**36** See 2:220-E9, *Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration*.

**37** Boards are not required to follow any particular rules of order. Rules, however, must be in writing and available for public inspection, in order to have any legal effect. 105 ILCS 5/10-20.5.

**38** The public's right to record meetings must be addressed in board policy. 5 ILCS 120/2.05. However, a provision requiring advance notice to record a meeting is invalid. PAO 12-10.

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)

# School Board

## Uniform Grievance Procedure [1]

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the School Board, its employees, or its agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy[2], or have a complaint regarding any one of the following: [3]

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 et seq. [4]

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**1** State or federal law requires this subject matter be covered by policy and controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. Employee grievance procedures are a mandatory subject of bargaining and cannot be changed without the employee exclusive representative's consent. This policy and its companion sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, are in addition to, and not a substitute for, the employee grievance procedure contained in a collective bargaining agreement.

A grievance procedure is required by many civil rights acts and implementing regulations, including those listed. For the sake of consistency and ease of administration, this policy consolidates all board grievance procedures, excluding Title IX sexual harassment complaints (see sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) into one policy, except those contained in collective bargaining agreements. See the cross references for the policies referring to this uniform grievance procedure policy.

**2** Including the phrase "guaranteed by the State or federal Constitution, State or federal statute, or Board policy" broadens the scope of this policy beyond the items listed. Consult the board attorney regarding whether to retain this phrase and/or to otherwise limit the scope of this policy.

**3** The Individuals with Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.) is not included in the list of statutes that may serve as the basis of a grievance, and attorneys disagree whether it should be. Many believe that IDEA provides the exclusive remedy; others believe that including IDEA allows parents an opportunity to get their position before the board. Unique and specific complaint resolution mechanisms are expressly provided under IDEA, Article 14 of the School Code, and their respective implementing regulations. These mechanisms follow: (1) IDEA at 20 U.S.C. §1415 (procedural safeguards-mediation and due process); (2) IDEA regulations at 34 C.F.R. §§300.151-300.153 (state complaints), 300.506 (mediation), and 300.507 et seq. (due process); (3) School Code at §§14/8.02a (mediation and due process) and 14/8.02b (expedited due process); and (4) special education regulations at 23 Ill.Admin.Code §§226.560 (Mediation), 226.570 (State Complaint Procedures), and Subpart G (due process). A board that would like to include IDEA should consult the board attorney.

**4** The Americans with Disabilities Act Amendments Act (ADAAA) (Pub. L. 110-325), made significant changes to the Americans with Disabilities Act's definition of disability by broadening the scope of coverage. The ADAAA also overturned a series of U.S. Supreme Court decisions that interpreted the Americans with Disabilities Act of 1990 in a way that made it difficult to prove that impairments were a disability. The U.S. Equal Employment Opportunity Commission's (EEOC) regulations, 29 C.F.R. Part 1630, are at: www.eeoc.gov/laws/types/disability_regulations.cfm.

Boards should consult with their attorneys regarding how the ADAAA and its implementing regulations impact their districts.

Title II of the ADA of 1990 also includes website accessibility. Addressing website accessibility is complicated. Many entities addressing website accessibility use *Web Content Accessibility Guidelines* (WCAG) 2.0 or 2.1, a frequently cited accessibility standard that contains guidelines developed by a private group of accessibility experts. See www.w3.org/WAI/standards-guidelines/wcag/. ~~WCAG 2.0 is the standard the U.S. Dept. of Justice referenced in its recent Title II rulemaking; however, it is not adopted as the formal legal standard for public accommodation websites~~. While WCAG is not adopted as the formal federal legal standard for public accommodation websites, it has been used in many consent decrees and settlement agreements, and it is required by the School Code. See ~~www.w3.org/TR/WCAG20/~~, 105 ILCS 5/10-20.75 (final citation pending), added by P.A. 102-238, eff. 8-1-22, requires school districts to ensure their *Internet websites or web services* comply with Level AA of the WCAG 2.1 or any revised version of those guidelines. *Internet website or web service* means "any third party online curriculum that is made available to enrolled students or the public by a school district through the Internet." Id.

2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 et seq. [5]
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act[6], 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (Title IX sexual harassment complaints are addressed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) [7]

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**5** See f/n 4's discussion of website accessibility above. ~~To avoid allegations that a district violated Section 504 of the Rehabilitation Act of 1973 and Title II of the ADA of 1990, many attorneys suggest that school districts' websites meet the WCAG 2.0 guidelines. But,~~ See also the discussion in f/n 2 of sample policy 8:70, *Accommodating Individuals with Disabilities*.

**6** 5 ILCS 430/70-5(a), amended by P.A.~~s 100-554 and~~ 101-221, requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment that contains certain prescribed elements. See sample policy 5:20, *Workplace Harassment Prohibited*, at f/n 3 and subhead **Complaints of Sexual Harassment Made Against Board Members by Elected Officials** in sample policy 2:105, *Ethics and Gift Ban*, for further detail. Complaints of sexual harassment made against board members by fellow board members or other elected officials of governmental units must undergo an *independent review*, which is not a term defined in the statute. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20. School districts are also required to create, maintain, and implement an age-appropriate sexual harassment policy. 105 ILCS 5/10-20.69, ~~(final citation pending~~)added by P.A. 101-418. See sample policy 7:20, *Harassment of Students Prohibited*, and its f/n ~~89~~ for further information.

~~A new publication law,~~ 50 ILCS 205/3c, ~~added by P.A. 100-1040~~ requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was "found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964." Consult the board attorney about the word *found*. It raises many practical application questions, e.g., when does the word *found* trigger a board's compliance responsibility pursuant to this law. Such questions include, but are not limited to:

1. Must a school board make a *finding* to trigger this requirement? If the severance agreement is entered into post-termination, a record of board *findings* rarely exists.
2. Are charges for termination *findings*? Often superintendents submit charges for termination, but these are not technically *findings*.
3. Are charges based on a complaint manager's report and determination(s) *findings* under the law when a board still has the ability to review and reject the complaint manager's determination(s)?

Next, contrast the above publication law with the Government Severance Pay Act (GSPA), 5 ILCS 415/10(a)(2).~~added by P.A. 100-895~~ GSPA prohibits an employee of a school district with contract provisions for severance pay from receiving any severance if he or she is fired for *misconduct* by the board. GSPA defines *misconduct* to include sexual harassment and/or discrimination. Id. at 415/5.

Consult the board attorney about how to reconcile whether sexual harassment and/or sexual discrimination is misconduct for which a severance would be prohibited under the GSPA, and therefore, not available to be published under 50 ILCS 205/3c.~~added by P.A. 100-1040~~ And for further discussion and other applicable transparency laws that apply to this issue, see also f/n 15 in sample policy 5:20, *Workplace Harassment Prohibited*.

**7** Consult the board attorney regarding proper filing and storage of these investigation documents, including whether certain student-related investigation documents are *sole possession records*, a Family Policy Compliance Office (FPCO)-created an exemption to the Family Education Rights Privacy Act (FERPA) (20 U.S.C. §1232g). See *Letter to Ruscio*, 115 LRP 18601 (FPCO 12-17-14).

7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60 [8]
8. Bullying, 105 ILCS 5/27-23.7 [9]
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children [10]
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/ [11]
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq. [12]

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**8** 105 ILCS 5/10-20.60 ~~added by P.A. 100-29~~, requires schools to implement the Ill. sex equity grievance procedures when processing student complaints about breastfeeding accommodations. Complainants must be informed that the board's decision may be appealed to the Regional Superintendent and, thereafter, to the State Superintendent. 23 Ill.Admin.Code §200.40. **Note:** Certain claims brought under Sec. 10-20.60 may also be covered by the anti-discrimination protections of Title IX; consult the board attorney for further advice. Guidance from U.S. Dept. of Education on Title IX requirements for pregnant and parenting students (June 2013) is available at: ~~www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pd~~ www2.ed.gov/about/offices/list/ocr/frontpage/pro-students/issues/sex-issue03.html.

**9** All districts must have a policy on bullying. 105 ILCS 5/27-23.7. See sample policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. The inclusion of *bullying* in the list of topics that may serve as the basis of a grievance furthers the obligation to communicate this policy to students and their parents/guardians.

**10** Parents/guardians of educationally disadvantaged children may sue a district for misuse of funds allocated by State law for the benefit of such children. Noyola v. Bd. of Educ., 1794 Ill.2d 121 (Ill. 1997) (affirming the appellate court's conclusion in Noyola v. Bd. of Educ., 284 Ill.App.3d 128 (1st Dist. 1996) that parents/guardians may pursue a claim to enforce the requirements of the School Code but holding that the proper action for enforcement is by means of mandamus not an implied right of action).

**11** The ~~Ill.~~ Whistleblower Act (740 ILCS 174/) includes school districts in the definition of employer. It protects employees from employer retaliation for disclosing information to a government or law enforcement agency. Section 15 also contains language prohibiting employers from retaliating against employees who disclose information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation. The Ill. ~~Whistleblower Reward and Protection~~ False Claims Act (740 ILCS 175~~174~~) includes school districts in its definition of *State*. A strict interpretation of this language appears to allow school boards to collect civil penalties and costs against someone making a false claim. Before disciplining any employee, boards should thoroughly investigate the ramifications of these acts in consultation with their attorney and liability insurance carriers.

**12** The Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff et seq.) is a federal law. Title I addresses the use of genetic information pertaining to health insurance. Title II protects job applicants, current and former employees, labor union members, and apprentices and trainees from discrimination based on their genetic information. GINA covers employers with 15 or more employees.

GINA broadly defines genetic information to include information about an individual's genetic tests, their family members, and, among other things, the manifestation of a disease or disorder in the individual or the individual's family members. Information about an individual's or family member's age or gender is excluded from genetic information. Its remedies mirror those available under a Title VII of the Civil Rights Act claim: back pay, reinstatement, attorneys' fees and compensatory and punitive damages. Retaliation against an individual who brings a claim under GINA is also prohibited. Federal regulations are available at 29 C.F.R. Part 1635, and background information on these regulations is available at: ~~www.eeoc.gov/policy/docs/qanda_geneticinfo.html~~ www.eeoc.gov/regulations-related-genetic-discrimination. An FAQ entitled *FAQs on the Genetic Information Nondiscrimination Act* is available at: www.dol.gov/agencies/ebsa/laws-and-regulations/laws/gina.

16. Employee Credit Privacy Act, 820 ILCS 70/ [13]

The Complaint Manager will first attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable[14] resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

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The Ill. Genetic Information Protection Act (GIPA) (410 ILCS 513/), ~~amended by P.A. 100-396~~ also prohibits employers from making employment decisions on the basis of any employee's genetic testing information and from penalizing employees who do not want to disclose their genetic information as part of a workplace wellness program. GIPA includes the federal GINA's definition of genetic information and creates more stringent obligations on Ill. employers. While the federal GINA exempts small employers (those with less than 15 employees), Illinois' GIPA covers all employers, even those with one employee. GIPA also provides penalties for negligent and intentional mishandling of genetic information. Note that Title II of GINA does not preempt GIPA's greater protections to Illinois employees.

Before using any sort of genetic information, consult the board attorney for guidance regarding GINA's and GIPA's specific applications to the district and how these laws integrate with other related federal laws, such as the Family and Medical Leave Act (29 U.S.C. §2612 et seq.) and the ADA, and State laws governing time off for sickness and workers' compensation.

**13** 820 ILCS 70/. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, when the position's duties include custody of or unsupervised access to cash or marketable assets valued at $2,500 or more. 820 ILCS 70/10(b). A person who is injured by a violation of this Act may bring a civil action to obtain injunctive relief and/or damages. 820 ILCS 70/25. The court must award costs and reasonable attorneys' fees to a prevailing plaintiff. Id.

**14** The phrase "prompt and equitable resolution" comes from Title IX implementing regulation 34 C.F.R. §106.8(c) which requires schools to "adopt and publish grievance procedures that provide for the prompt and equitable resolution of student and employee complaints" of sex discrimination.

Deadlines

All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender.[15] The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy.

Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf.[16] The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parents/guardians that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except: (1) as required by law, ~~or~~ this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years of age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

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**15** This is a best practice.

**16** This policy gives complaint managers the flexibility to appoint another individual to conduct an investigation, which may be appropriate in cases where the neutrality or efficacy of the complaint manager is an issue, and/or where the district wishes to have the expertise and related attorney-client and work product privileges that an in-house or outside attorney may afford an investigation. Such alternative appointments are often made in consultation with the superintendent or other district-level administrator (except in cases involving complaints about those individuals).

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused ~~first class U.S. mail~~ by registered mail, return receipt requested, and/or personal delivery[17] as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard. [18]

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board.

Within 30 school business days after an appeal of the Superintendent's decision, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days after the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by ~~first class U.S. mail~~ registered mail, return receipt requested, and/or personal delivery[19] as well as to the Complaint Manager.

This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party. [20]

Appointing a Nondiscrimination Coordinator and Complaint Managers [21]

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of

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[17] Optional; using a delivery method that allows the district to verify the date of receipt is a best practice.

[18] *Preponderance of evidence* is a standard used in civil cases. It means "the greater weight of the evidence, not necessarily established by the greater number of witnesses testifying to a fact but by evidence that has the most convincing force." See *Black's Law Dictionary, 11th ed. 2019*.

[19] See f/n 17, above.

[20] The Ill. sex equity regulations require districts to have "specific timelines for completion of each step and rendering of a written decision, and shall provide for final appeal of grievance decisions made at the system level to the system's governing board." 23 Ill.Admin.Code §200.40(c)(1). To avoid arguments over these timelines, this sample policy provides that the failure to strictly follow the timelines does not prejudice any party. The grievance procedure is worthless if complaints are not thoroughly and promptly investigated.

[21] Title IX regulations require districts to designate and authorize at least one employee to coordinate efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX coordinator by name, office address, email address, and telephone number. Id.

A district must prominently display its Title IX non-discrimination policies (this policy 2:260, *Uniform Grievance Procedure*, and sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) and contact information for its Title IX coordinator(s) on its website, if any, and in each handbook made available to students, applicants for employment, parents/guardians, employees, and collective bargaining units. 34 C.F.R. §106.8(a) and (b). Notifications must state that nondiscrimination extends to employment, and that inquiries about the application of Title IX and its regulations may be referred to the district's Title IX coordinator, to the U.S. Dept. of Education's Assistant Secretary of Education, or both. 34 C.F.R. §106.8(b). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [22]

The Superintendent shall appoint at least one Complaint Manager to administer this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers. [23]

**Nondiscrimination Coordinator:**

Name
Chris Simpson
Address
1100 E. Laurel St., Olney, IL
Email
csimpson@rccu1.net
Telephone
618-395-2324

**Complaint Managers:**

Name
Cris Edwards
Address
1001 N. Holly Rd., Olney, IL
Email
cedwards@rccu1.net
Telephone
618-395-8540

Name
Chad LeCrone
Address
1100 E. Laurel St., Olney, IL
Email
clecrone@rccu1.net
Telephone
618-395-2324

**22** The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," insert a hard return to create a new paragraph, and insert "The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

Best practice is that throughout the board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

**23** The board may include the following option to address publication of such contact information:

"The Superintendent or designee shall ensure that students, parents/guardians, employees, and members of the community are informed of the contact information for the District's Nondiscrimination Coordinator and Complaint Managers on an annual basis."

Publicizing the contact information for the Nondiscrimination Coordinator and Complaint Managers through personnel handbooks, student handbooks, and/or on the district's website is a best practice. The Ill~~inois~~ Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook.

LEGAL REF.: LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1232g, Family Education Rights Privacy Act.
20 U.S.C. §1400, The Individuals with Disabilities Education Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R. Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973.
29 U.S.C. §2612, Family and Medical Leave Act.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act.
42 U.S.C. §2000e et seq., Equal Employment Opportunities Act (Title VII of the Civil Rights Act).
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
42 U.S.C. §12101 et seq., Americans With Disabilities Act.
105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69 5/10-20.75 (final citation pending), 5/10-22.5, 5/22-19, 5/24-4, 5/27-1, 5/27-23.7, and 45/1-15.
5 ILCS 415/10(a)(2), Government Severance Pay Act.
5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
410 ILCS 513/, Ill. Genetic Information Privacy Act.
740 ILCS 174/, Whistleblower Act.
740 ILCS 175/, Ill. False Claims Act.
775 ILCS 5/, Ill. Human Rights Act.
820 ILCS 180/, Victims' Economic Security and Safety Act; 56 Ill.Admin.Code Part 280.
820 ILCS 112/, Equal Pay Act of 2003.
820 ILCS 70/, Employee Credit Privacy Act, 70/10(b), and 70/2523 Ill.Admin.Code §§1.240, 200.40, 226.50, and 226.570.

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

# General School Administration

## Superintendent [1]

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with School Board policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law,[2] including the special reporting responsibilities in policy 5:90, *Abused and Neglected Child Reporting*.[3] The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated. [4]

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board. [5]

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[1] State law controls this policy's content. Unless the district has only one school with fewer than four teachers, the board must employ a superintendent or a chief executive officer as allowed under specific circumstances. 105 ILCS 5/10-21.4. This statute assigns some specific duties to the superintendent including to: (1) make recommendations to the board concerning the budget, building plans, the locations of sites, the selection, retention, and dismissal of teachers and all other employees, the selection of textbooks, instructional material, and courses of study; (2) report to the board, Ill. State Board of Education (ISBE), and chief administrative official any employee named in an abused child report; and (3) keep or cause to be kept the records and accounts as directed and required by the board, aid in making reports required by the board, and perform such other duties as the board may delegate to him/her. 105 ILCS 5/10-16.7 requires boards to direct, through policy, the superintendent, in his or her charge of the district's administration.

ISBE is required, subject to an annual appropriation by the General Assembly, to establish a new superintendent mentoring program. With limited exceptions, any individual serving as a first-time superintendent in Illinois must participate in the mentoring program for two school years. 105 ILCS 5/2-3.53b. The ISBE-selected provider will assign a mentor to a new superintendent based on similarity of grade level or type of district, learning needs, and geographical proximity. The mentor must not be required to evaluate the new superintendent on the basis of the mentoring relationship.

[2] See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, for an annotated list of documents and reports that must be posted on the district's website, if the district has a website. While not comprehensive, see the IASB's *Annual School Calendar* for the required reports that do not need web-posting, available on the IASB website at: www.iasb.com/pdf/schoolcal.pdf.

[3] 105 ILCS 5/10-21.9(e-5), amended by P.A.102-552. See the discussion in the f/ns tied to the text of the **Special Superintendent Responsibilities** subhead in policy 5:90, *Abused and Neglected Child Reporting*.

[4] This paragraph strengthens the policy's connection to the IASB's *Foundational Principles of Effective Governance*. See www.iasb.com/principles.cfm. It allows the superintendent broad delegation authority even when a policy fails to specifically provide for delegation.

[5] 105 ILCS 5/21B-20 and 5/21B-25 govern Professional Educator Licenses and superintendent endorsements. See also 23 Ill.Admin.Code §§25.355 (superintendent endorsement) and 29.100 (Ill. Professional School Leader Standards).

Evaluation

The Board will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with State law, the Board's policies and the Superintendent's contract.[6] A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

The Superintendent shall annually present evidence of professional growth through attendance at educational conferences, in-service training, or similar continuing education pursuits. [7]

Compensation and Benefits [8]

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

[6] 105 ILCS 5/10-16.7 requires a board to evaluate the superintendent. See *The Superintendent Evaluation Process* at: www.iasb.com/training/superintendent-evaluation-process.pdf. While greater detail may be added to this paragraph (e.g., a timeline, self-evaluation provision, and discussion requirements), a board must be sure that the policy and the superintendent's contract are consistent.

[7] The reporting requirements in this paragraph are optional, but school boards must "require evaluators to participate in an in-service training on the evaluation of licensed personnel provided or approved by [ISBE] prior to undertaking any evaluation and at least once during each license renewal cycle." 105 ILCS 5/24A-3.

[8] According to 105 ILCS 5/10-23.8, a superintendent must be employed under either: (1) a one-year contract, in which case he or she gains and retains tenure rights; or (2) a multi-year performance-based contract, in which case he or she waives all tenure rights but does not lose any previously acquired tenure credit with the district. A multi-year performance-based contract must contain specific student performance and academic improvement goals and indicators; see 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*. Residency requirements, if desired, should be included in a superintendent's employment contract.

The employment contract should be *in writing* even though the School Code does not require it to be written. Contact the board attorney for assistance. An administrator who is not working under a written contract is presumed to have a contract of one year's duration. Bd. of Educ. of Schaumburg Cmty. Consol. Sch. Dist. No. 54 v. TRS, 368 Ill.Dec. 341 (4th Dist. 2013)(interpreting 105 ILCS 5/10-23.8a). The Ill. Statute of Frauds may make it impossible to execute an *oral* multi-year administrator contract or to *orally* extend a multi-year written contract. 740 ILCS 80/1.

The Open Meetings Act requires all Ill. Municipal Retirement Fund (IMRF) employers, which includes school boards, to: (1) within six business days after approving a budget, web-post each employee's total compensation package if it exceeds $75,000 per year; and (2) at least six days before approval, web-post an employee's total compensation package if it is $150,000 or more. 5 ILCS 120/7.3. Conflicting opinions concern whether school districts must comply with these posting requirements for their employees who do not participate in IMRF. Contact the board attorney for advice.

Annually by Oct. 1, each school board must report to ISBE the base salary and benefits of the superintendent, administrators, and teachers it employs. 105 ILCS 5/10-20.47. Before this annual reporting to ISBE, the information must be presented at a regular school board meeting and then posted on the district's website, if any.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.47, 5/10-21.4, 5/10-21.9, 5/10-23.8, 5/21B-20, 5/21B-25, 5/24-11, and 5/24A-3. 5 ILCS 120/7.3, Open Meetings Act. 23 Ill.Admin.Code §§1.310, 1.705, and 25.355.

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

# Operational Services

## Purchases and Contracts [1]

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

Standards for Purchasing and Contracting

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

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law.[2] No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption.

Adoption of the annual budget authorizes the Superintendent or designee to purchase budgeted supplies, equipment, and services, provided that State law is followed. Purchases of items outside budget parameters require prior Board approval, except in an emergency. [3]

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

1. Supplies, materials, or work involving an expenditure in excess of $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted. [4]
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c. [5]

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**1** State law controls this policy's content. 105 ILCS 5/10-20.21, amended by P.A. 101-570, contains bidding plus other requirements. Other laws also govern district contracts. For example, the Prevailing Wage Act requires, among other things, that a district specify in all contracts for public works that the prevailing wage rate must be paid. 820 ILCS 130/. When a district awards work to a contractor without a public bid, contract, or project specification, the district must provide the contractor with written notice on the purchase order or a separate document indicating that not less than the prevailing rate of wages shall be paid to all laborers, workers, and mechanics performing work on the project. In addition, the district must notify all contractors of any rate changes by the Ill. Dept. of Labor (IDOL). 820 ILCS 130/4(a-2). The law allows a district to discharge this duty by including the following language in all contracts: "Any prevailing rate of wages as they are revised by the Ill. Dept. of Labor (IDOL) shall apply to this contract. You are notified that any rate changes to the prevailing wage rate are available on IDOL's official website." 820 ILCS 130/4(l). See 4:60-E, *Notice to Contractors*, for sample language.

**2** This end statement should be amended according to local board discretion.

**3** An optional addition follows: "Notwithstanding the above, the Superintendent shall not commit to any single, non-customary purchase or expenditure, excluding personnel, of greater than $_____ without prior Board approval." This optional provision's intent is to provide an internal control as well as to keep the board involved when the district is making a large purchase or expenditure, e.g., copiers, computers, textbooks, or something that might not happen every year. It is intended to cover purchases/expenditures regardless of whether they were previously budgeted.

**4** See 4:60-AP1, *Purchases*, for bidding exemptions and the requirements for electronic bid opening. A board may set a lower bidding threshold by policy but should first seek its attorney's advice because such action may expand a board's vulnerability to a bidding challenge.

**5** Concerning collective bargaining requirements, see McLean Co. Unit Dist. 5 v. AFSCME & IELRB, 12 N.E.2d 120 (4th Dist. 2014) (good faith bargaining on the decision to subcontract requires notice of the consideration of the subcontract before it is finalized; meeting with the union to provide an opportunity to discuss and explain the decision; providing information to the union; and giving consideration to any counterproposal the union makes).

5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget. [6]
6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10). [7]
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and Board policy 4:70, *Resource Conservation*. [8]
8. Each contractor with the District is bound by each of the following:
    a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21B-80(c)[9] to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibits any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense;[10] and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her. [11]
    b. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis. screening, as required by the Ill. Department of Public Health rules or order of a local health official. [12]

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**6** 105 ILCS 5/10-20.21(b-5).

**7** 105 ILCS 5/10-20.21(b-10).

**8** 105 ILCS 5/10-20.19c.

**9** 105 ILCS 5/10-21.9(c), amended by P.A. 101-531; 105 ILCS 5/21B-80(c), amended by P.A. 101-531.

**10** Id.

**11** The implementation process is in 4:60-AP3, *Criminal History Records Check of Contractor Employees*. See 5:30-AP2, *Investigations*, for a list of offenses which disqualify an individual from having direct, daily contact with one or more students until seven years following the end of the individual's sentence for the criminal offense.

**12** 105 ILCS 5/24-5, amended by P.A. 101-81. P.A. 98-716, ~~effective 7-16-14~~ ,expanded the scope of 105 ILCS 5/24-5 by adding a definition of *employee* that includes contractors' employees for whom a criminal history records check is required. Since Aug. 2014, the Ill. Dept. of Public Health (IDPH) has not required school employees to be screened for tuberculosis other than workers in child day care and preschool settings. 77 Ill.Admin.Code §696.140(a)(3). Before requesting a contractor's employee for a health examination, contact the board attorney concerning this action's legality under other personnel laws, including the Americans with Disabilities Act of 1990 (42 U.S.C. §12101 et seq.).

9. After 1-1-23, any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act. [13]
10. Purchases made with federal or State awards must comply with 2 C.F.R. Part 200 and 30 ILCS 708/, as applicable, and any terms of the award. [14]

The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided. [15]

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

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

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**13** 410 ILCS 170/10(b), added by P.A. 102-242, eff. 1-1-23.

**14** 2 C.F.R. §§200.318-200.327; 30 ILCS 708/. The Grant Accountability and Transparency Act (GATA) adopts the federal uniform guidance for all grants, unless the Office of the Governor grants an exception. 30 ILCS 708/55; 44 Ill.Admin.Code §7000.60. For information about the scope of GATA as it pertains to grants administered by ISBE, see www.isbe.net/gata.

**15** This is an optional provision. The numerous reporting and website posting mandates are in 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records.* As an alternative to the policy's default language, a board may insert the underscored:

> The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts and maintain a status report for monthly presentation to the Board, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

# Operational Services

## Transportation [1]

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Ill~~inois~~ State Board of Education that adequate public transportation is available,[2] or (2) if adequate public transportation is not available, within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a *serious safety hazard* due to either (a) vehicular traffic or rail crossing or (b) *a course or pattern of criminal activity*, as defined in the Ill. Streetgang Terrorism Omnibus Prevention Act, 740 ILCS 147/.[3] A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard.[4] Free transportation service and vehicle adaptation is provided for a special education student if included in

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**1** State law controls this policy's content. 105 ILCS 5/29-1 et seq. and 23 Ill.Admin.Code Part 120. **Important: The board of a district that does *not* provide transportation must amend this policy.** F/n 2 discusses when districts must provide free transportation. Please contact an IASB Policy Consultant for *gratis* help customizing this policy. You may also need to consult the board attorney.

A district that chooses to consider locations other than individual students' residences as pick-up and drop-off locations must adopt a policy establishing this practice to receive State reimbursement. 23 Ill.Admin.Code §120.30(a)(1)(B).

Each district must have a pre-trip and post-trip inspection policy. 625 ILCS 5/12-816(a). An Ill. State Board of Education (ISBE) rule requires boards to "institute policies and practices that promote the safety and well-being of school bus passengers." 23 Ill.Admin.Code §1.510(g). To comply with these requirements, this policy lists relevant administrative procedures at the end.

The policy does not address an *automatic traffic enforcement* system which may be enacted by a municipality or county. An *automatic traffic law enforcement system* is a device that senses and records a motor vehicle that illegally fails to stop for a school bus. 625 ILCS 5/11-208.9. Each school board within that municipality or county's jurisdiction may approve the system's implementation. The board is then required to enter into an intergovernmental agreement with the municipality or county and contract with vendors for the system's installation, maintenance, and operation. Each applicable school bus must be posted with a sign indicating that it is being monitored by an automated traffic law enforcement system. The proceeds from a school district's automated traffic law enforcement system's fines shall be divided equally between the school district and the municipality or county administering the automated traffic law enforcement system.

**2** The one and one-half miles distance is measured from the exit of the property where the student resides to the point where pupils are normally unloaded at the attendance center to which they are assigned. 105 ILCS 5/29-3; 23 Ill.Admin.Code §120.30(a)(1)(A). Only the following districts must provide free transportation as described in the sample policy: community consolidated districts, community unit districts, consolidated districts, consolidated high school districts, and combined school districts if the combined district includes any district that was previously required to provide transportation. 105 ILCS 5/29-3, ~~amended by P.A. 100-1142~~ and 23 Ill.Admin.Code §1.510(a). Districts that are not required to provide free transportation may do so. Id. To qualify for State reimbursement, districts electing to provide transportation when they are not required to do so must afford the same service to all students in that same situation. 23 Ill.Admin.Code §1.510(b). Districts may provide transportation within one and one-half miles and may charge for such transportation. 105 ILCS 5/29-2.

Optional provision: (105 ILCS 5/29-3.1)

The District may provide transportation to and from school-sponsored activities and may charge for such transportation.

**3** 105 ILCS 5/29-3, ~~amended by P.A. 100-1142~~ and 23 Ill.Admin.Code §1.510. The determination as to what constitutes a *serious safety hazard* regarding vehicular traffic or rail crossings is made by the board, in accordance with guidelines issued by the Ill. Dept. of Transportation, in consultation with the State Superintendent of Education. The Ill. Streetgang Terrorism Omnibus Prevention Act defines *course or pattern of criminal activity* as two or more gang-related criminal offenses committed in whole or in part within Illinois when: (1) one or more of the offenses was committed after 1-25-13, (2) both offenses were committed within five years of each other; and (3) at least one offense involved a felony or forcible felony under the Ill. Criminal Code of 1961 or 2012. 740 ILCS 147/10. It also includes criminal defacement of property that includes a streetgang sign or symbol. Id. The determination as to what constitutes a *serious safety hazard* due to a *course or pattern of criminal activity* under 105 ILCS 5/29-3 is made by the board, in accordance with guidelines determined by local law enforcement, in consultation with the State Superintendent of Education. ISBE guidance on safety hazards due to criminal gang activity is available at: www.isbe.net/transportation.

**4** Required by 105 ILCS 5/29-3, ~~amended by P.A. 100-1142~~ Another statute provides a process for *qualifying students* to seek reimbursement from ISBE for *qualified transportation expenses*. 105 ILCS 5/29-5.2; 23 Ill.Admin.Code §120.240. 23 Ill.Admin.Code §120.230 requires, among other things, that each attendance center designate a representative to assist parents/guardians with this process. This process does not need to be in board policy and is not covered herein.

the student's individualized educational program.[5] Non-public school students shall be transported in accordance with State law.[6] Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act.[7] Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act. [8]

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If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes. [9]

Bus schedules and routes shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible. [10]

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**5** 34 C.F.R. §300.34 and 23 Ill.Admin.Code §226.750.

**6** 105 ILCS 5/29-3.2 and 5/29-4.

**7** 105 ILCS 45/, Education for Homeless Children Act. State law implements the McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.

~~P.A. 100-332 amended~~ The School Code and the Education for Homeless Children Act permit school districts to use their State transportation funds to provide financial assistance to children that are defined as homeless or *at risk of becoming homeless*, provided certain criteria are satisfied. 105 ILCS 5/29-5, amended by P.A. 102-539; 105 ILCS 45/1-17. Financial assistance may include: (1) mortgage or rental assistance that will allow a child to remain permanently in his/her living situation or obtain a new living situation; and/or (2) assistance with unpaid bills, loans, or other financial debts that result in housing being inadequate. 105 ILCS 45/1-17(a). For further detail see 6:140-AP, *Education of Homeless Children*.

**8** Required if the district receives Title I funds. 20 U.S.C. §6312(c)(5)(B). The Elementary and Secondary Education Act (ESEA) requires the district to collaborate with the State or local child welfare agency to develop and implement clear written procedures governing how transportation to maintain children in foster care in the school of origin (when in their best interest) will be provided, arranged, and funded for the duration of their time in foster care. ISBE guidance on transportation procedures for students in foster care is available at: www.isbe.net/Documents/Guidance_on_Foster_Care_Transportation_Procedures.pdf#search=guidance%20on%20transportation%20procedures%20for%20students. The U.S. Depts. of Education and Health and Human Services, in *Non-Regulatory Guidance: Ensuring Educational Stability for Children in Foster Care* (6-23-16) at ~~www2.ed.gov/policy/elsec/leg/essa/edhhsfostercarenonregulatorguide.pdf:~~ www.acf.hhs.gov/cb/policy-guidance/non-regulatory-guidance-ensuring-educational-stability-children-foster-care, ~~www.acf.hhs.gov/sites/default/files/documents/cb/ed_hhs_foster_care_guidance.pdf~~, opine that ESEA requirements apply to students who meet the definition of *foster care* set forth at 45 C.F.R. §1355.20(a):

> *Foster care* means 24-hour substitute care for children placed away from their parents or guardians and for whom the title IV-E agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State, Tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made.

ESEA foster care transportation requirements also apply to students *awaiting* foster care placement.

105 ILCS 5/10-20.59, ~~added by, P.A. 100-201~~, amended by P.A. 102-199, requires ~~permits~~ school boards to, by the beginning of the 2022-2023 school year, appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services (DCFS) when enrolling in or changing schools. Liaison responsibilities may include, among other things, working with DCFS to help students maintain their school placement, if appropriate.

**9** This paragraph should be deleted if a district will not seek State reimbursement for transportation to and from locations other than individual students' residences. As a condition for receiving State reimbursement, an ISBE rule requires boards to have a policy with the provisions in this paragraph. 23 Ill.Admin.Code §120.30(a)(1)(B). This rule also contains the non-discrimination language.

**10** The paragraph is optional. As an alternative, a board may state that pick-up and discharge points "should be as safe and convenient as possible."

No school employee may transport students in school or private vehicles unless authorized by the administration. [11]

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations.[12] The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students.[13] The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving. [14]

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All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers. [15]

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**11** Optional. This presents an opportunity for each board to discuss this issue with the superintendent and direct the superintendent to include it in the curriculum for the required in-service on educator ethics, teacher-student conduct, and school employee-student conduct for all personnel. 105 ILCS 5/10-22.39. See 5:100, *Staff Development Program* (f/n 3), and 5:120, *Employee Ethics; Conduct; and Conflict of Interest* (f/n 2), for more detailed discussions. Include policies 5:100, *Staff Development Program*, and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, in the Cross References when this sentence is used.

**12** 625 ILCS 5/13-109. The vehicle and other requirements for transporting students to and from interscholastic or school-sponsored activities, including curriculum-related activities, are found in 105 ILCS 5/29-6.3 and 625 ILCS 5/11-1414.1. These statutes also contain requirements for the use of multi-function school activity buses (defined at 625 ILCS 5/1-148.3a-5). The legislature frequently amends these statutes, along with many transportation laws; they should be double-checked before relying on them.

**13** 625 ILCS 5/12-815. The statute, like the policy, identifies the conditions in which illuminating the strobe light is permissible instead of mandating when they must be illuminated.

**14** 625 ILCS 5/12-821(b) requires districts that own school buses and multifunction school activity buses to establish procedures for accepting comment calls and responding to them. In accordance with good governance principles, this duty is delegated to the superintendent. For a sample procedure, see 4:110-AP2, *Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments*.

**15** 105 ILCS 5/10-20.21a, requires all contracts for providing charter bus services to transport students to or from interscholastic athletic or interscholastic or school sponsored activities to contain clause (A) except that a contract with an out-of-state company may contain clause (B) or clause (A). The clause must be set forth in the contract's body in at least 12- point typeface and all upper case letters:

> (A) "ALL OF THE CHARTER BUS DRIVERS WHO WILL BE PROVIDING SERVICES UNDER THIS CONTRACT HAVE, OR WILL HAVE BEFORE ANY SERVICES ARE PROVIDED:
>
> (1) SUBMITTED THEIR FINGERPRINTS TO THE DEPARTMENT OF STATE POLICE IN THE FORM AND MANNER PRESCRIBED BY THE DEPARTMENT OF STATE POLICE. THESE FINGERPRINTS SHALL BE CHECKED AGAINST THE FINGERPRINT RECORDS NOW AND HEREAFTER FILED IN THE DEPARTMENT OF STATE POLICE AND FEDERAL BUREAU OF INVESTIGATION CRIMINAL HISTORY RECORDS DATABASES. THE FINGERPRINTING CHECK HAS RESULTED IN A DETERMINATION THAT THEY HAVE NOT BEEN CONVICTED OF COMMITTING ANY OF THE OFFENSES SET FORTH IN SUBDIVISION (C-1)(4) OF SECTION 6-508 OF THE ILLINOIS VEHICLE CODE; AND
>
> (2) DEMONSTRATED PHYSICAL FITNESS TO OPERATE SCHOOL BUSES BY SUBMITTING THE RESULTS OF A MEDICAL EXAMINATION, INCLUDING TESTS FOR DRUG USE, TO A STATE REGULATORY AGENCY."
>
> (B) "NOT ALL OF THE CHARTER BUS DRIVERS WHO WILL BE PROVIDING SERVICES UNDER THIS CONTRACT HAVE, OR WILL HAVE BEFORE ANY SERVICES ARE PROVIDED:
>
> (1) SUBMITTED THEIR FINGERPRINTS TO THE DEPARTMENT OF STATE POLICE IN THE FORM AND MANNER PRESCRIBED BY THE DEPARTMENT OF STATE POLICE. THESE FINGERPRINTS SHALL BE CHECKED AGAINST THE FINGERPRINT RECORDS NOW AND HEREAFTER FILED IN THE DEPARTMENT OF STATE POLICE AND FEDERAL BUREAU OF INVESTIGATION CRIMINAL HISTORY RECORDS DATABASES. THE FINGERPRINTING CHECK HAS RESULTED IN A DETERMINATION THAT THEY HAVE NOT BEEN CONVICTED OF COMMITTING ANY OF THE OFFENSES SET FORTH IN SUBDIVISION (C-1)(4) OF SECTION 6-508 OF THE ILLINOIS VEHICLE CODE; AND

Pre-Trip and Post-Trip Vehicle Inspection [16]

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

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

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

ADMIN. PROC.: 4:110-AP2 (Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments), 4:110-AP3 (School Bus Safety Rules), 4:110-E (Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses), 6:140-AP (Education of Homeless Children)

(2) DEMONSTRATED PHYSICAL FITNESS TO OPERATE SCHOOL BUSES BY SUBMITTING THE RESULTS OF A MEDICAL EXAMINATION, INCLUDING TESTS FOR DRUG USE, TO A STATE REGULATORY AGENCY."

**16** 625 ILCS 5/12-816(a) requires school districts to have a school bus pre- and post-trip inspection policy with the components as contained in this policy. See also 23 Ill.Admin.Code §1.510(i)(3) and 92 Ill.Admin.Code §458.1030. For a sample procedure, see 4:110-AP2, *Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments*. School districts that contract with a private sector school bus company must require the company to have a pre- and post-trip inspection policy that is equivalent to this section of the policy. 625 ILCS 5/12-816(b).

Each school bus must contain an operating two-way radio or cellular radio telecommunication device while the school bus driver is in possession of a school bus. 625 ILCS 5/12-813.1(e). "Cellular radio telecommunication device" means a device capable of sending or receiving telephone communications without an access line for service and which requires the operator to dial numbers manually; it does not include citizens band radios or citizens band radio hybrids. 625 ILCS 5/12-813.1(a). The two-way radio or cellular radio telecommunication device must be turned on and adjusted in a manner that would alert the driver of an incoming communication request. 625 ILCS 5/12-813.1(e). A school bus driver may not operate a school bus while using a cellular radio telecommunication device except in the following situations: (1) in an emergency situation to communicate with an emergency response operator; a hospital; a physician's office or health clinic; an ambulance service; a fire department, fire district, or fire company; or a police department; (2) in the event of a "mechanical breakdown or other mechanical problem;" (3) to communicate with school authorities about bus operation or the safety of a passenger on the bus; and (4) when the bus is parked. 625 ILCS 5/12-813.1(c). However under no circumstances may the cellular radio telecommunication device be used for anything else including personal use. 625 ILCS 5/12-813.1(c)(2).

# Operational Services

## Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors [1]

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

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children,[3] and define prohibited grooming behaviors,[4] the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

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[1] Required by *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. Also infused into this policy are concepts from HB 1975 text, which did not pass in the first half of the 102nd Ill. General Assembly; however, its content (a) includes the results of collaboration to implement some of the recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff, and (b) provides helpful guidance for districts to implement P.A. 102-610 due to P.A. 102-610's vagueness. Three additional statutes address a district's responsibility to provide age-appropriate sexual abuse and assault awareness and prevention education programs:

1. 105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act (requires districts to establish a Comprehensive Health Education Program that includes age-appropriate sexual abuse and assault awareness and prevention education in grades pre-K through 12) (see sample policy 6:60, *Curriculum Content*, and administrative procedure 6:60-AP1, *Comprehensive Health Education Program*);
2. 105 ILCS 5/27-9.1a(b), added by P.A. 102-552 (requires comprehensive personal health and safety and comprehensive sexual health education a/k/a National Sex Education Standards (NSES) to: (a) be age and developmentally appropriate, medically accurate, complete, culturally appropriate, inclusive, and trauma informed, (b) replicate evidence-based or evidence-informed programs or substantially incorporate elements of evidence-based programs or evidence-informed programs or characteristics of effective programs, (c) provide information about local resources where students can obtain additional information and confidential services related to sexual violence (including sexual abuse and assault), and (d) provide information about State laws related to mandated reporting of child abuse and neglect, and school policies addressing the prevention of and response to sexual violence) (see sample policy 6:60, *Curriculum Content*, and administrative procedure 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*); and
3. 105 ILCS 5/27-13.2 (addresses (a) written objections to sexual abuse prevention instruction and notice provisions (minimum five days) for students in grades K through 8, and (b) distribution by the Ill. State Board of Education (ISBE) and Ill. Dept. of Children and Family Services (DCFS) of information for districts to provide to their communities about this instruction) (see sample policy 6:60, *Curriculum Content*, and administrative procedure exhibit 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*).

[2] 105 ILCS 5/10-23.13, amended by P.A. 102-610, at (b)(1).

[3] Id. at (b).

[4] Id. at (b).

1. Educate students with:

   a. An age-appropriate and evidence-informed health and safety education[5] curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities,[6] through policy 6:60, *Curriculum Content*; [7]

   b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse,[8] and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District. [9]

2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include: [10]

   a. A definition of prohibited grooming behaviors and boundary violations pursuant to policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;

   b. Evidence-informed[11] content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;; and

   c. How to report child sexual abuse, grooming behaviors, and/or boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.

3. Provide information to parents/guardians in student handbooks about the warning signs[12] of child sexual abuse, grooming behaviors, and boundary violations with evidence-informed educational information that also includes: [13]

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[5] Id. at (b)(1).

[6] Id. at (b)(4).

[7] 105 ILCS 5/10-23.13(b). See policy 6:60, *Curriculum Content*, and administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, for information on school board choices related to health and safety education, including sex education.

[8] Id. at (b)(2) and (3).

[9] Id. at (b)(5). See policy 5:90, *Abused and Neglected Child Reporting*, and administrative procedure 5:90-AP, *Coordination with Children's Advocacy Center*, for more information on Children's Advocacy Centers.

[10] Citations for each letter:
   a. 105 ILCS 5/10-23.13(b).
   b. Id. at (b), (b)(1.5), and (c).
   c. Id. at (b) and (b)(1.5).

[11] Two Illinois laws address "evidence-informed." *Evidence-informed* per *Erin's Law* means modalities that were created utilizing components of evidence-based treatments or curriculums. 105 ILCS 5/10-23.13(a), added by P.A. 102-610. Contrast with NSES at 105 ILCS 5/27-9.1a(a), added by P.A. 102-552, which defines an *evidence-informed program* as "a program that uses the best available research and practice knowledge to guide program design and implementation."

[12] 105 ILCS 5/10-23.13(b) and (b)(1); warning signs and *likely* warning signs are mentioned twice in the law. This policy uses likely in the purpose introduction. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook.

[13] This information is listed in 7:190-E2, *Student Handbook Checklist*. Citations for each letter:
   a. 105 ILCS 5/10-23.13(b) and (b)(1).

a. Assistance, referral, or resource information, including how to recognize grooming behaviors,[14] appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;

b. Methods for how to report child sexual abuse, grooming behaviors, and/or boundary violations to authorities; and

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

4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing. [15]

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

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

b. Id. at (b)(4) and (5).
c. Id. at (b).

[14] Providing information to parents/guardians about how to recognize grooming behaviors is not in *Erin's Law*; it only addresses informing parents/guardians about the methods for increasing their awareness and knowledge of grooming behaviors. 105 ILCS 5/10-23.13(b)(1). This policy requires the district to provide information to parents/guardians about how to recognize grooming behaviors to: (1) effect the purpose of *Erin's Law*, (2) align with the intent of the statutes cited in f/n 1, above (educating all students to recognize and avoid sexual abuse and assault), and (3) align with the notification requirements in 105 ILCS 5/27-13.2 (parents/guardians of K-8 students prior to commencing instruction in recognizing and avoiding sexual abuse (see f/n 15, below)).

[15] Required by 105 ILCS 5/27-13.2. See 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*. Delete for high school districts.

# Operational Services

## Safety [1]

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event.[2] The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

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

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**1** State law requires a policy on several topics in this policy and otherwise controls this policy's content. Topics previously assigned to this code number were moved in May 2014 and placed in 4:100, *Insurance Management* and 4:175, *Convicted Child Sex Offender; Screening; Notifications.*

Grants may be available from the Ill. State Board of Education (ISBE) to support school security improvements, including professional development, safety-related upgrades to school buildings, equipment, and facilities. 105 ILCS 5/2-3.180, 2-3.181 ~~76~~, added by P.A. 101-413, ~~eff 1-1-20~~

Based upon the recommendation of the Federal Commission on School Safety in 2018 (www2.ed.gov/documents/school-safety/school-safety-report.pdf), the U.S. Depts. of Homeland Security, Education, Justice, and Health and Human Services created a central school safety clearinghouse website at: www.schoolSafety.gov, to share actionable recommendations to help schools prevent, protect, mitigate, respond to, and recover from emergency situations. Topics include bullying/cyberbullying, student mental health, school climate, threat assessment, emergency planning, security, recovery, and drills.

**2** This simple end statement should be discussed and altered accordingly before board adoption. Ask: what effect or impact will this statement have on the students and the community?

**3** The term *emergency operations and crisis response plan* is used because federal agencies refer to school *emergency operations plans* and the School Safety Drill Act (105 ILCS 128/) refers to *emergency and crisis response plans*.

See administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. This procedure follows the recommendations in the *Guide for Developing High-Quality School Emergency Operations Plans*, produced by a collaboration of federal agencies in June 2013 at: www.rems.ed.gov/docs/REMS_K-12_Guide_508.pdf . The *Guide* informs schools what they *need* to do, not *what* to do. It recommends a process for developing, implementing, and continually refining a school emergency operations plan as well as a discussion of its form, function, and content. See also *The Role of Districts in Developing High-Quality School Emergency Operations Plans: A Companion to the School Guide*, at: https://rems.ed.gov/docs/District_Guide_508C.pdf.

ISBE maintains a comprehensive website on school emergency and crisis response planning in compliance with the School Safety Drill Act and Joint Rules of the Office of the State Fire Marshal and ISBE (29 Ill.Admin.Code Part 1500), at www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx. ISBE's website includes a *Sample School Emergency Operations Plan* which aligns with the federal *Guide for Developing High-Quality School Emergency Operations Plans*.

105 ILCS 128/45, added by P.A. 101-455, requires~~ds~~ school districts to implement a threat assessment procedure by 12-6-19, and to establish a threat assessment team by 2-19-20. The threat assessment procedure may be part of a board policy on targeted school violence prevention that includes the creation of a threat assessment team. For more discussion, see policy 4:190, *Targeted School Violence Prevention Program*.

105 ILCS 5/10-20.72,~~69 (final citation pending)~~ added by P.A. 101-548, allows school districts to install a door security locking means on a door of a school building to prevent unwanted entry through the door only if the door security locking means is used: (1) by a trained school district employee; (2) during an emergency that threatens the health and safety of students and employees or during an active shooter drill; and (3) when local law enforcement officials and the local fire department have been notified of its installation prior to its use. Id.

**4** Required by 105 ILCS 128/20(b) and 105 ILCS 5/10-20.14(c) for all students. See 4:110-AP3, *School Bus Safety Rules*.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones. [5]

School Safety Drill Plan [6]

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

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district.
2. One bus evacuation drill.
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents.
4. One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by administrators, ~~or~~ school support personnel, or a parent/guardian. [7]

One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and

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**5** 105 ILCS 5/10-20.28. Consider discussing with local law enforcement what its preference would be and encourage staff and students to follow the recommendation. A wave of 911 cell phone calls can jam phone lines. Student use of cell phones is addressed in 7:190, *Student Behavior*.

625 ILCS 5/12-610.1(e) prohibits wireless telephone use at any time while operating a motor vehicle on a roadway in a school speed zone except for: (1) highway construction or maintenance workers within their work zones; (2) any use for emergency purposes; (3) law enforcement officers or emergency responders performing their duties; (4) a person using a wireless telephone in voice-operated mode with or without use of a headset; (5) a person with technology that uses a single button to initiate or terminate a voice communication, e.g., *HandsFreeLink*®; and (6) a person using an electronic communication device solely to report an emergency and for continued communication with emergency personnel. 625 ILCS 5/12-813.1 limits cell phone use by school bus drivers; see policy 4:110, *Transportation*.

**6** Each of the listed drills is required by the School Safety Drill Act. Each drill's requirements are comprehensively covered in 4:170-AP1, *Comprehensive Safety and Security Plan*. For information about documenting minimum compliance with the School Safety Drill Act, see www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx.

105 ILCS 5/2-3.12(f) authorizes the Ill. State Fire Marshal or a qualified fire official to whom the Ill. State Fire Marshal has delegated his or her authority to conduct an annual fire safety inspection of each school building, provided the inspection is coordinated with the regional superintendent. See also 105 ILCS 5/3-14.21(c) and 23 Ill.Admin.Code §180.300(b). To effectively implement this law and ensure the education of students in the district is not disturbed, school officials should discuss with the Ill. State Fire Marshal and regional superintendent whether written notice may be provided to the principal requesting to schedule a mutually agreed upon time.

**7** 105 ILCS 128/20(c), amended by P.A. 102-395. While 105 ILCS 128/20(c) uses both *lockdown drill* and *walk-through lockdown drill*, the terms are synonymous. For brevity, this material uses the term *lockdown drill*. Schools must (1) notify parents/guardians in advance of any lockdown drill that involves student participation, and (2) allow parents/guardians to exempt their child(ren) from participating for any reason. For students who do not participate in the lockdown drill, districts must provide alternative safety education and instruction related to an active threat or active shooter event. For students who do participate in the lockdown drill, districts must allow them to ask questions related to it.

Law enforcement may only run an active shooter simulation, including simulated gun fire drills, on school days when students are not present. 105 ILCS 128/20(c)(5)-(8), added by P.A. 102-395.

the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE). 29 Ill.Admin.Code Part 1500.

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE). 29 Ill.Admin.Code Part 1500. [8]

Automated External Defibrillator (AED) [9]

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

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the District.[10] The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and maintained in accordance with rules developed by the IDPH.[11] This policy does not create an obligation to use an AED.

Carbon Monoxide Alarms [12]

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

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**8** The School Safety Drill Act requires each school board or its designee to conduct one annual meeting at which it reviews each building's emergency and crisis response plan, protocols, and procedures, including procedures regarding the school district's threat assessment team, the efficacy and effects of law enforcement drills, and each building's compliance with the school safety drill plan. 105 ILCS 128/25, amended by P.A. 102-395 ~~101-455~~, and 128/30; 29 Ill.Admin.Code Part 1500. If the board uses a designee, it should preferably be someone other than the District Safety Coordinator to assure an unbiased audit. The statute contains detailed requirements. The board or its designee must: (1) complete a one-page report certifying that the review took place, among other things; (2) send a copy of the report to each participating party; and (3) send a copy of the report to the appropriate Regional Superintendent. 105 ILCS 128/25(c), (d). ISBE's website contains a suggested annual review checklist and a report form to document compliance at: www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx.

**9** Each indoor and outdoor physical fitness facility serving at least 100 individuals must "adopt and implement a written plan for responding to medical emergencies that occur at the facility during the time that the facility is open for use by its members or by the public." 210 ILCS 74/10(a). The facility must file the plan with the Ill. Dept. of Public Health (IDPH). Id. In addition, each indoor facility must have at least one AED on the premises, and each outdoor facility must house an AED in a building, if any, that is within 300 feet of the outdoor facility. 210 ILCS 74/15. See the statute and administrative rules for the other numerous mandates: 210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act; 77 Ill.Admin.Code Part 527. Also see 4:170-AP6, *Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED*.

**10** 77 Ill.Admin.Code §527.600(d), (f).

**11** 210 ILCS 74/15(c); 77 Ill.Admin.Code §527.700.

**12** 105 ILCS 5/10-20.57. *Carbon monoxide detector* and *detector* mean a device having a sensor that responds to carbon monoxide gas and that is connected to an alarm control unit and approved in accordance with rules adopted by the Ill. State Fire Marshal. 105 ILCS 5/10-20.57(a). *Approved carbon monoxide alarm* or *alarm* means a carbon monoxide alarm that complies with all the requirements of the rules and regulations of the Ill. State Fire Marshal, bears the label of a nationally recognized testing laboratory, and complies with the most recent standards of the Underwriters Laboratories or the Canadian Standard Association. 430 ILCS 135/5.

**Consult both the board attorney and the local fire officials about whether a school building is exempt from this law**. Remove this subhead if the board attorney determines that every building across the entire school district is exempt. The law applies to school buildings that have or are close to any *sources of carbon monoxide*; however, it does not specifically define what that means. 430 ILCS 135/20 defines exemptions for residential units and may provide guidance on the exemption for schools. The law also fails to define *carbon monoxide emitting device*, which triggers the placement point in a school building for a carbon monoxide alarm or carbon monoxide detector.

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

Soccer Goal Safety [13]

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

Unsafe School Choice Option [14]

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

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

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

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**13** Include this section **only if** the school district owns and controls a movable soccer goal Movable Soccer Goal Safety Act, a/k/a *Zach's Law*, 430 ILCS 145/. The Act requires: (1) organizations that own and control a movable soccer goal to create a soccer goal safety and education policy that outlines how the organization will specifically address the safety issues associated with movable soccer goals; and (2) the IDPH to provide technical assistance materials. 430 ILCS 145/10, 20. See www.dph.illinois.gov/topics-services/prevention-wellness/injury-violence-prevention/soccer-goal-safety.

**14** This topic must be covered in board policy. 105 ILCS 5/10-21.3a. See also 20 U.S.C. §7912. ISBE maintains a list of persistently dangerous schools. Districts having only one school may substitute the following for this paragraph:

> The unsafe school choice option provided in State law permits students to transfer to another school within the District in certain situations. This transfer option is unavailable in this District because the District has only one school or attendance center. A student, who would otherwise have qualified for the choice option, or such a student's parent/guardian, may request special accommodations from the Superintendent or designee.

Districts with each grade in only one attendance center may substitute the following for this paragraph:

> The unsafe school choice option provided in State law permits students to transfer to another school within the District in certain situations. This transfer option is unavailable in this District because each grade is in only one attendance center. A student, who would otherwise have qualified for the choice option, or such a student's parent/guardian, may request special accommodations from the Superintendent or designee.

Lead Testing in Water [15]

The Superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Ill. Plumbing License Law and guidance published by the IDPH.[16] The Superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings. [17]

Emergency Closing

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property. [18]

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

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

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**15** 225 ILCS 320/35.5.~~amended by P.A. 100-103~~ Requires that each source of potable water in school buildings constructed on or before 1-1-00, which may be occupied by more than 10 children in grades pre-K through 5, be tested for lead. Testing for buildings constructed prior to 1-1-87 must have been conducted by 12-31-17. 225 ILCS 320/35.5(c)(4). Testing for buildings constructed between 1-2-87 and 1-1-00 must have been conducted by 12-31-18. Id. By 6-30-19, the IDPH was to determine whether it is necessary and appropriate to require testing for buildings constructed after 1-1-00. ~~however, no determination was made as of the publication of PRESS Issue 102 (Oct. 2019)~~. 225 ILCS 320/35.5(d). IDPH recommends that all schools constructed in whole or in part from 1-2-00 through 1-4-14 test all sources of potable water for lead. See IDPH's recommendations at: www.isbe.net/Documents/Improving-Water-Quality-Illinois-Schools.pdf. For high school districts, delete this subhead if no lead testing occurs.

Boards may, by resolution, use excess taxes levied for fire prevention, safety, energy conservation, and school security purposes for sampling lead in drinking water in schools and for repair and mitigation due to lead levels in the drinking water supply. 105 ILCS 5/17-2.11(j)(1).

**16** 225 ILCS 320/35.5(e) requires the IDPH to post on its website guidance on mitigation actions for lead in drinking water, and ongoing water management practices, in schools. On 5-9-17, the IDPH posted *Mitigation Strategies for Lead Found in School Drinking Water* at: www.dph.illinois.gov/sites/default/files/publications/school-lead-mitigation-strategies-050917.pdf. **Note:** Page 2 of *Mitigation Strategies* states "IDPH is requiring the mitigation strategies and requirements contained in this guidance document to be followed for all plumbing fixtures identified with any level of lead," however the statute does not authorize the IDPH to impose such additional requirements.

**17** If any samples taken in the school exceed five parts per billion, a district must provide individual notification of sampling results, via written or electronic communication, to parents/guardians of all enrolled students that must include: (1) the corresponding sampling location within the school building; and (2) the U.S. Environmental Protection Agency's website for information about lead in drinking water at: www.epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water. 225 ILCS 320/35.5(c)(3). If any samples taken in the school are at or below five parts per billion, notification may be made in the same manner or by posting on the school's website. Id.

**18** When a school is closed or its starting time is delayed due to adverse weather conditions or a health or safety threat, the district may count a partial day of attendance as a full day for State aid purposes, provided: (1) at least one hour of instruction was provided or the normal start time was delayed; and (2) the superintendent provides the Regional Superintendent or the Suburban Cook County Intermediate Service Center, whichever is appropriate, with a written report in support of the partial day within 30 days. 105 ILCS 5/18-12.~~amended by P.A. 100-863~~

105 ILCS 5/18-12.5 governs claiming State aid if a district closes one or more schools, but not all schools, during the public health emergency, as determined by ISBE in consultation with the IDPH.

# Operational Services

## Convicted Child Sex Offender; Screening; Notifications [1]

Persons Prohibited on School Property without Prior Permission

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender meets either of the following two exceptions: [2]

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

In all cases, the Superintendent or designee shall supervise a child sex offender whenever the offender is in a child's vicinity.[3] If a student is a sex offender, the Superintendent or designee shall develop guidelines for managing his or her presence in school. [4]

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**1** The topic covered by this policy was previously a part of 4:170, *Safety*.

**2** 720 ILCS 5/11-9.3 contains these requirements concerning a child sex offender's presence on school property. An Illinois federal court denied a father's request to enjoin a school's policy that prohibited him, as a child sex offender, from attending his children's school activities in Doe v. Paris Union Sch. Dist., 2006 WL 44304 (C.D.Ill. 2006). See also 8:30, *Visitors to and Conduct on School Property*.

**3** 720 ILCS 5/11-9.3(a). The statute assigns the child sex offender the "duty to remain under the direct supervision of a school official." In order to ensure this happens and to protect students, the sample policy requires the superintendent or designee to supervise a child sex offender whenever the offender is in a child's vicinity. See also 8:30, *Visitors to and Conduct on School Property*.

**4** Aside from rumor and notoriety, there are three ways that school officials may learn that an enrolled student is a sex offender or a violent offender against youth:

1. By being informed by the student or the student's parent/guardian.
2. Through the Ill. ~~Dept of~~ State Police (ISP) Sex Offender Registry, www.isp.state.il.us/sor. A juvenile sex offender is listed there after the juvenile becomes 17 years old and will be listed for the remaining registration period. 730 ILCS 150/2. The database is updated daily and allows searching by name, city, county, zip code, compliance status, or any combination thereof.
3. By receiving notification from a law enforcement agency that a juvenile sex offender or juvenile violent offender against youth is enrolled in a school. The law enforcement agency having jurisdiction to register the juvenile must provide a copy of the offender registration form to the building principal and ~~guidance~~ school counselor designated by the principal; the school must keep the registration form separately from the student's school records. 730 ILCS 152/121(b), amended by P.A. 102-197.

If a sex offender is enrolled in a school, guidelines for managing the sex offender's presence in school should be prepared. The components will depend on the situation but generally should include asking the parent/guardian of a sex offender below the age of 17 years for permission to share the information with certain staff for the protection of both the student and other students. In addition, the guidelines should include a supervision plan providing supervision for the student during all aspects of his or her school day. Finally, the guidelines must respect the privacy of juvenile records and comply with the Ill. School Student Records Act (105 ILCS 10/). The board attorney should be consulted.

Screening [5]

The Superintendent or designee shall perform fingerprint-based criminal history records information checks and/or screenings required by State law or Board policy for employees; student teachers; students doing field or clinical experience other than student teaching; contractors' employees who have direct, daily contact with one or more children; and resource persons and volunteers. The Board President shall ensure that these checks are completed for the Superintendent. He or she shall take appropriate action based on the result of any criminal background check and/or screen. [6]

**5** The law is silent with regard to *screening* volunteers and individuals in the proximity of a school. Screening and *fingerprint-based criminal history records checks* are different. See procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening*, for further distinctions.

The School Code requires school districts to perform a *fingerprint-based criminal history records check* through (a) the ISP for an individual's Criminal History Records Information (CHRI) and (b) the Federal Bureau of Investigation's national crime information databases. 105 ILCS 5/10-21.9(a), (a-5) and (a-6), amended by P.A. 101-531.

Screening only involves checking an individual's name and address against publicly-available databases and information provided for local law enforcement like the: (1) Illinois Sex Offender Registry, www.isp.state.il.us/sor/, and (2) the Violent Offender Against Youth Registry maintained by the ISP, www.isp.state.il.us/cmvo/. Screening must be done for employment applicants and repeatedly at least once every five years that an individual remains employed by the district. 105 ILCS 5/10-21.9(a-5) and (a-6), amended by P.A. 101-531. See policy 5:30, *Hiring Process and Criteria*; procedure 5:30-AP2, *Investigations*; policy 6:250, *Community Resource Persons and Volunteers*; and procedure 6:250-AP, *Resource Persons and/or School Volunteers; Screening*.

**6** If permitted by federal or State law, when a fingerprint-based criminal history records check returns a *conviction* of a crime set forth in 105 ILCS 5/21B-80 or when a screening finds a *registration* for an individual licensed by the Ill. State Board of Education (ISBE), the superintendent or regional superintendent must notify the ISBE Superintendent in writing within 15 business days. 105 ILCS 5/10-21.9(e), amended by P.A.s 101-531 and 101-643. Contact the board attorney for guidance regarding disclosures permitted by federal or State law.

By comparison, when a fingerprint-based criminal history records check returns a *pending* criminal charge for an offense set forth in 105 ILCS 5/21B-80, the superintendent, regional office of education, or entity that provides background checks, must notify the ISBE Superintendent within 10 days. Id. 105 ILCS 5/10-21.9(e), amended by P.A. 101-643, does not state whether the notice requirement is *calendar* days or *business* days. Support for it being *business* days is found later in 105 ILCS 5/10-21.9(e), which requires that notice for *convictions* be provided within 15 business days. Additionally, while notice for *pending* criminal charges is not required to be "in writing," for ease of use, consistency in administration, alignment with the requirement to provide written notice for *convictions*, and best practices this sample text states the State Superintendent will also be notified of *pending* criminal charges in writing. Consult the board attorney for further guidance.

If an indicated report by the Ill. Dept. of Children and Family Services or by a child welfare agency of another jurisdiction is found, the board must consider the individual's status as a condition of student teaching or employment. 105 ILCS 5/10-21.9(c) and (g), amended by P.A. 101-531. The statute does bar an individual with an indicated finding from student teaching; however, that is the most logical interpretation.

When a criminal sexual offense is committed or alleged to have been committed by a district employee or contractor, law enforcement shall immediately transmit a copy of the criminal history record information relating to the investigation of the offense/alleged offense to the superintendent. This transmission will occur either upon the superintendent's request or, if the law enforcement agency knows the offender/alleged offender is employed by a district, automatically. 725 ILCS 191/15, added by P.A. 102-652. See 4:175-AP1, *Criminal Offender Notification Laws; Screening*.

Notification to Parents/Guardians

The Superintendent shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law.[7] The Superintendent or designee shall serve as the District contact person for purposes of these laws. The Superintendent and Building Principal shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law.[8] This notification must occur during school registration and at other times as the Superintendent or Building Principal determines advisable.

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

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:30 (Hiring Process and Criteria), 5:260 (Student Teachers), 6:250 (Community Resource Persons and Volunteers), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

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**7** Sex Offender Community Notification Law, 730 ILCS 152/; Murderer and Violent Offender Against Youth Community Notification Law, 730 ILCS 154/75-154/105. Law enforcement officials must notify school districts of the names, addresses, and offenses of registered offenders residing in their respective jurisdictions who have committed sex offenses and violent offenses against youth. 730 ILCS 152/120 and 154/95. These laws are silent with regard to what, if anything, districts do with the information. The Sex Offender Community Notification Law, however, provides immunity for "any person who provides or fails to provide information relevant to the procedures set forth in this Law." 730 ILCS 152/130.

Naming a contact person will facilitate communication and cooperation with local law enforcement agencies. Any school official may be used as the contact person, and boards may wish to have a contact person from each building. See administrative procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening,* for implementing procedures.

Upon arrest after commencement of a prosecution for a sex offense against an individual known to be a school employee, the State's Attorney must provide the superintendent or school administrator of the employing school with a copy of the complaint, information, or indictment. 725 ILCS 5/111-1(e), added by P.A. 101-521.

**8** 730 ILCS 152/120(g) requires a principal or teacher to notify the parents/guardians during school registration or parent-teacher conferences that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. In an effort to keep this policy aligned with good governance practices, the responsibility is given to the superintendent and building principal to manage. While State law allows the notification to be made during registration or parent-teacher conferences, the sample policy makes a notification mandatory just during registration to be sure that all parents/guardians are informed.

# General Personnel

## Equal Employment Opportunity and Minority Recruitment [1]

The School District shall provide equal employment opportunities[2] to all persons regardless of their race; color; creed; religion;[3] national origin; sex;[4] sexual orientation;[5] age;[6] ancestry; marital status;[7]

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**1** Federal and State law (see the policy's Legal References) require that all districts have a policy on equal employment opportunities and control this policy's content. **This is a complex, confusing, and highly litigated area of the law; consult the board attorney for advice on the application of these laws to specific fact situations.**

**2** *Equal employment opportunities* apply to virtually all terms and conditions of employment, e.g., discharge, hire, promotion, pay, demotion, and benefits (see the policy's Legal References). The Ill. Constitution protects the following categories from discrimination in employment: race, color, creed, national ancestry, sex, and handicap. Art. I, §§17, 18, and 19. The Ill. Human Rights Act (IHRA) protects the following categories from discrimination in employment, whether *actual* or *perceived*: race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental disability, military status, order of protection status, sexual orientation, pregnancy, unfavorable discharge from military service, and citizenship status. 775 ILCS 5/1-102 and 5/1-103, amended by P.A. 101-221. The IHRA requires employers to annually disclose to the Ill. Dept. of Human Rights (IDHR) certain information about adverse judgments and administrative rulings where there was a finding of sexual harassment or unlawful discrimination under any federal, State, or local law, as well as data regarding settlement agreements, if requested by an IDHR investigator. 775 ILCS 5/2-108, added by P.A. 101-221, scheduled to be repealed on 1-1-30.

The Equal Employment Opportunities Act (EEOA, a/k/a Title VII of the Civil Rights Act of 1964) prohibits discrimination because of an individual's race, color, religion, sex, or national origin. 42 U.S.C. §2000e et seq., amended by The Lilly Ledbetter Fair Pay Act of 2009 (LLFPA), Pub.L. 111-2.

Under the Workplace Transparency Act (WTA) (820 ILCS 96/, added by P.A. 101-221), employers may not, as a condition of employment or continued employment, prevent prospective or current employees from making truthful statements or disclosures about alleged unlawful employment practices, including discrimination. Id. at 96/1-25.

The LLFPA clarifies that a discriminatory compensation decision or other practice occurs each time an employee is paid or receives a last benefits check pursuant to the discriminatory compensation decision as opposed to only from the time when the discriminatory compensation decision or other practice occurred. The Act has no legislative history available to define what the phrase *or other practice* might mean beyond a discriminatory compensation decision; however, in a guidance document, the U.S. Equal Employment Opportunity Commission (EEOC) states that practices "may include employer decisions about base pay or wages, job classifications, career ladder or other noncompetitive promotion denials, tenure denials, and failure to respond to requests for raises." See *Equal Pay Act of 1963 and Lilly Ledbetter Fair Pay Act of 2009* (2014), at: www.eeoc.gov/laws/guidance/equal-pay-act-1963-and-lilly-ledbetter-fair-pay-act-2009.

The Ill. Equal Pay Act of 2003 (EPA) offers additional protection by prohibiting the payment of wages to one sex less than the opposite sex or to an African-American less than a non-African-American *for the same or substantially similar work*. 820 ILCS 112/, amended by P.A.~~s 100-1140 and~~ 101-177. The Ill. Dept. of Labor (IDOL) enforces the EPA. The EPA also prohibits employers from requesting or requiring applicants to disclose wage or salary history as a condition of being considered for employment or as a condition of employment. Id. at 112/10(b-5), added by P.A. 101-177. If an applicant voluntarily offers such information without prompting, an employer still cannot use that information in making an offer or determining future pay. See administrative procedure 5:30-AP1, *Interview Questions*, for sample permissible inquiries on this topic. Employers may seek wage or salary history from an applicant's current or former employer if that information is a matter of public record under the Freedom of Information Act (FOIA); however, districts that wish to undertake such searches should exercise caution; the fact a district seeks out publicly available wage information could still be used against it in a pay discrimination claim. Id. at 112/10(b-10), added by P.A. 101-177. Consult the board attorney for further guidance.

While not exhaustive, other laws protecting these and additional classifications are named in subsequent footnotes.

**3** 775 ILCS 5/2-102 of the IHRA, amended by P.A.s ~~100-100~~, 100-588 and 101-221, contains a *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. Id.

In addition to the IHRA and the federal EEOA (discussed in f/n 2), see 775 ILCS 35/, Religious Freedom Restoration Act.

arrest record;[8] military status; order of protection status;[9] unfavorable military discharge;[10] citizenship status provided the individual is authorized to work in the United States;[11] work

**4** Discrimination on the basis of sex under the EEOA includes discrimination on the basis of sexual orientation or transgender status. Bostock v. Clayton Cnty., 140 S.Ct. 1731 (2020); Hively v. Ivy Tech, 853 F.3d 339 (7th Cir. 2017). In addition to the IHRA and the federal EEOA (discussed in f/n 2), see Title IX of the Education Amendments of 1972 (Title IX). 20 U.S.C. §1681 et seq.; 34 C.F.R. Part 106. See policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The federal Equal Pay Act prohibits an employer from paying persons of one sex less than the wage paid to persons of the opposite sex for equal work. 29 U.S.C. §206(d). See f/n 2 above for more information on State equal pay protections, including on the basis of sex. The LLFPA defines *date of underpayment* as each time wages are underpaid. Employees have one year from the time they become aware of the underpayment to file a complaint with the IDOL. 820 ILCS 112/15(b).

**5** *Sexual orientation* means actual or perceived heterosexuality, homosexuality, bisexuality, or gender-related identity; it does not include a physical or sexual attraction to a minor by an adult. 775 ILCS 5/1-103(O-1).

**6** Age Discrimination in Employment Act (ADEA) (29 U.S.C. §621 et seq.), amended by LLFPA (see f/n 2). 29 C.F.R. Part 1625, amended the EEOC regulations under ADEA to reflect the U.S. Supreme Court's decision in General Dynamic Systems, Inc. v. Cline, 540 U.S. 581 (2004), holding the ADEA to permit employers to favor older workers because of age. Thus, favoring an older person over a younger person is not unlawful discrimination, even when the younger person is at least 40 years old.

**7** 105 ILCS 5/10-22.4 and 775 ILCS 5/1-103(Q), amended by P.A. 101-221. The term *marital status* means an individual's legal status of being married, single, separated, divorced, or widowed. 775 ILCS 5/1-103(J). This statutory definition does not encompass the identity of one's spouse. Thus, school districts may adopt no-spouse policies. Boaden v. Dept. of Law Enforcement, 171 Ill.2d 230 (Ill. 1996).

**8** Districts may not make employment decisions on the basis of arrest history, but may use job-disqualifying criminal convictions provided specific conditions are met. 775 ILCS 5/2-103 and 5/2-103.1, added by P.A. 101-656. See f/n 18, below. The Job Opportunities for Qualified Applicants Act prohibits an employer from asking about a criminal record until the employer determines that the applicant is qualified for the position; however, this does not apply when employers are required to exclude applicants with certain criminal convictions from employment. School employers should limit their requests for criminal convictions to *job-disqualifying* convictions, as permitted by the IHRA. 775 ILCS 5/2-103.1, added by P.A. 101-656; 820 ILCS 75/15. See also the IDHR's guidance, *Conviction Record Protection – Frequently Asked Questions*, at www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx and the EEOC's guidance, *Consideration of Arrest and Conviction Records in Employment Decisions*, at: www.eeoc.gov/laws/guidance/arrest_conviction.cfm.

**9** 775 ILCS 5/1-103(Q), amended by P.A. 101-221. The term *order of protection status* means a person protected under an order of protection issued pursuant to the Ill. Domestic Violence Act of 1986, Article 112A of the Code of Criminal Procedure of 1963, the Stalking No Contact Order Act, the Civil No Contact Order Act, or an order of protection issued by a court of another state. 775 ILCS 5/1-103(K-5)., ~~amended by P.A. 100-714~~

**10** *Military status* means a person's status on active duty or in status as a veteran in the U.S. Armed Forces, veteran of any reserve component of U.S. Armed Forces, or current member or veteran of the Ill. Army National Guard or Ill. Air National Guard. 775 ILCS 5/1-103(J-1). *Unfavorable military discharge* does not include those characterized as RE-4 or *dishonorable*. 775 ILCS 5/1-103(P). The Uniformed Services Employment and Reemployment Rights Act of 1994 prohibits employers from discriminating or retaliating against any person for reasons related to past, present, or future service in a *uniformed service*. 38 U.S.C. §4301 et seq.

**11** 775 ILCS 5/1-102(C). According to the Immigration Reform and Control Act of 1986, all employers must verify that employees are either U.S. citizens or authorized to work in the U.S. 8 U.S.C. §1324(a) et seq.

authorization status;[12] use of lawful products while not at work;[13] being a victim of domestic violence, sexual violence, ~~or~~ gender violence, or any other crime of violence;[14] genetic information;[15] physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation;[16] pregnancy, childbirth, or related medical conditions;[17] credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a

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**12** 775 ILCS 5/2-102(A), amended by P.A. 102-233. *Work authorization status* means the status of being a person born outside of the United States, and not a U.S. citizen, who is authorized by the federal government to work in the United States. 775 ILCS 5/2-101(L), added by P.A. 102-233. Under the IHRA, it is a civil rights violation for an employer to refuse to honor a legal work authorization; however, employers are not required to sponsor any applicant or employee to obtain or modify work authorization status, unless required by federal law. 775 ILCS 5/2-102(G), amended by P.A. 102-233; 775 ILCS 5/2-104(D), added by P.A. 102-233.

**13** The Right to Privacy in the Workplace Act prohibits discrimination based on use of lawful products, e.g., alcohol, cannabis, and tobacco, off premises during non-working hours. 820 ILCS 55/5, amended by P.A. 101-27.

**14** 820 ILCS 180/30, amended by P.A.s 101-221 and 102-487, Victims' Economic Security and Safety Act. *Gender violence* means: (1) one or more acts of violence or aggression that are a criminal offense under State law committed, at least in part, on the basis of a person's actual or perceived sex or gender, (2) a physical intrusion or invasion of a sexual nature under coercive conditions that is a criminal offense under State law, or (3) a threat to commit one of these acts. 820 ILCS 180/10(12.5), added by P.A. 101-221. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence), or similar provision of the Criminal Code of 1961. 820 ILCS 180/10(2.5), added by P.A. 102-487.

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

**15** Illinois' Genetic Information Privacy Act (GIPA) (410 ILCS 513/25) and Title II of Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff et seq.). Both laws protect job applicants and current and former employees from discrimination based on their genetic information. Note that GIPA provides greater protections to Illinois employees than Title II of GINA. GIPA, ~~amended by P.A. 100-396~~, prohibits employers from penalizing employees who do not disclose genetic information or do not choose to participate in a program requiring disclosure of the employee's genetic information. See f/n 12 in policy 2:260, *Uniform Grievance Procedure*, for the definition of genetic information and a detailed description of both statutes, including of Title I of GINA affecting the use of genetic information in health insurance. The EEOC vacated certain 2016 ADA and GINA wellness program regulations following an adverse court ruling. 83 Fed. Reg. 65296. Those rules provided guidance to employers on the extent to which they could use incentives (such as discounted health plan costs) to encourage employees to participate in wellness programs that asked for employee and family health information. Consult the board attorney for guidance regarding specific application of ADA and GINA and how they integrate with other related laws, e.g., the Family Medical Leave Act and other State laws governing time off for sickness and workers' compensation.

**16** Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 et seq.), amended by the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) (Pub. L. 110-325) and modified by the LLFPA; Rehabilitation Act of 1973 (29 U.S.C. §701 et seq.).

**17** 775 ILCS 5/2-102(I). Employers must provide reasonable accommodations to employees with conditions related to pregnancy, childbirth, or related conditions. 775 ILCS 5/2-102(J). Employers are required to post a notice summarizing the right to be free from unlawful discrimination and the right to certain reasonable accommodations. 775 ILCS 5/2-102(K). The IDOL is required to prepare such a notice, retrievable from its website, which employers may use.

Federal law also prohibits employers from discriminating against employees and applicants on the basis of pregnancy, childbirth, or related medical conditions. 42 U.S.C. §2000e(k). State law also prohibits the State, which includes school districts, from interfering with or discriminating against an individual's fundamental right to continue a pregnancy or to have an abortion. 775 ILCS 55/, added by P.A. 101-13. Pregnant workers with pregnancy-related impairments may have disabilities for which they may be entitled to reasonable accommodation under the ADA. Guidance from the EEOC (6-25-15) is available at: www.eeoc.gov/laws/guidance/pregnancy_qa.cfm.

particular position;[18] conviction record, unless authorized by law;[19] or other legally protected categories.[20] [21] [22] [23] No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/. [24]

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged

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**18** 820 ILCS 70/, Employee Credit Privacy Act. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at $2,500 or more.

**19** 775 ILCS 5/2-103.1(A), added by P.A. 101-656. The IHRA prohibits an employer from *disqualifying* or taking other *adverse action* against an applicant or employee based on a *conviction record* unless: (1) otherwise authorized by law; (2) there is a *substantial relationship* between the criminal offense and the employment sought; or (3) granting the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. Id. Disqualification or adverse action includes refusal to hire, segregation, and actions with respect to recruitment, hiring, promotion, renewal of employment, selection for training or apprenticeship, discharge, discipline, tenure or terms, privileges, or conditions of employment. Id. If a board wants to terminate or take other adverse action against a *current* district employee based in whole or in part on a conviction record, it still must comply with all applicable statutory, policy, and bargaining agreement provisions. Boards should consult the board attorney to ensure all legal obligations are met.

Districts that wish to disqualify or take other adverse action against an applicant or employee based on a conviction record must first engage them in an *interactive assessment*, providing the individual with the opportunity to submit evidence in mitigation or to dispute the accuracy of the conviction record. See policy 5:30, *Hiring Process and Criteria*, at f/n 5, and administrative procedure 5:30-AP2, *Investigations*, for more information.

**20** Insert the following optional sentence (775 ILCS 5/1-103(A) and 29 U.S.C. §631):

*Age*, as used in this policy, means the age of a person who is at least 40 years old.

**21** Insert the following optional provision (29 U.S.C. §705(10)(A)-(B), (20)(C)(v), (20)(D) and 42 U.S.C. §12114):

*Handicap* and *disability*, as used in this policy, excludes persons:

1. Currently using illegal drugs;
2. Having a currently contagious disease or infection and who, by reason of such disease or infection, would constitute a direct threat to the health or safety of other individuals or who, by reason of the currently contagious disease or infection, are unable to perform the duties of the job; or
3. Whose current alcohol use prevents them from performing the job's duties or constitutes a direct threat to the property or safety of others.

Persons who have successfully completed or are participating in a drug rehabilitation program are considered *disabled*.

**22** Districts may not make residency in the district a condition of employment for teachers or educational support personnel. 105 ILCS 5/24-4.1, 5/10-23.5. This ban on residency requirements for teachers applies only to instructional personnel, and not, for example, to assistant principals. Owen v. Kankakee Sch. Dist., 261 Ill.App.3d 298 (3rd Dist. 1994). Districts also may not ask an applicant, or the applicant's previous employer, whether the applicant ever received, or filed a claim for, benefits under the Workers' Compensation Act or Workers' Occupational Diseases Act. 820 ILCS 55/10(a). Districts are also prohibited from requiring, requesting, or coercing an employee or potential employee to provide a user name and password or any password or other related account information to gain or demand access to his or her personal online account. 820 ILCS 55/10(b). While the law does not prohibit employers from viewing public information, consult the board attorney before engaging in this practice.

**23** School districts must accommodate mothers who choose to continue breastfeeding after returning to work. See 740 ILCS 137/, Right to Breastfeed Act; 820 ILCS 260/, ~~amended by P.A. 100-1003,~~ Nursing Mothers in the Workplace Act (NMWA); and 29 U.S.C. §207(r), Fair Labor Standards Act. At least one court has ruled an implied private right of action may exist under the NMWA. Spriesch v. City of Chicago, 2017 WL 4864913 (N.D.Ill. 2017). See sample language for a personnel handbook in 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information. [25]

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [26]

**24** 410 ILCS 130/40, amended by P.A. 101-363; 77 Ill.Admin.Code Part 946. To legally use medical cannabis, an individual must first become a *registered qualifying patient*. Their *use* of cannabis, e.g. permissible locations, is governed by the Compassionate Use of Medical Cannabis Program Act. 410 ILCS 130/, amended by P.A.s 100-660 and 101-363. There are many situations in which no one, even a registered qualifying patient, may possess or use cannabis except as provided under *Ashley's Law* (105 ILCS 5/22-33, added by P.A.s 100-660, and amended by P.A.s 101-363, and 101-370), including in a school bus or on the grounds of any preschool, or primary or secondary school. 410 ILCS 130/30(a)(2)(3), amended by P.A.~~'s 100-660 and~~ 101-363. See policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, at f/n 9 for further discussion.

**25** 775 ILCS 5/6-101. Discrimination on the basis of a request for or use of a reasonable accommodation is a civil rights violation under the IHRA. Id. Most discrimination laws prohibit retaliation against employees who oppose practices made unlawful by those laws, including, for example, the EEOA, Title IX, ADA, ADEA, Victims' Economic Security and Safety Act, the EPA, and the Ill. Whistleblower Act (IWA).

The IWA specifically prohibits employers from retaliating against employees for: (1) disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation (740 ILCS 174/15(b)); (2) disclosing information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation (740 ILCS 174/15(a)); (3) refusing to participate in an activity that would result in a violation of a State or federal law, rule, or regulation, including, but not limited to, violations of FOIA (740 ILCS 174/20); and (4) disclosing or attempting to disclose public corruption or wrongdoing (740 ILCS 174/20.1). The definition of retaliation is expanded to include *other retaliation* and *threatening retaliation.* 740 ILCS 174/20.1, 20.2.

The Ill. False Claims Act defines *State* to include school districts. 740 ILCS 175/2(a). Thus, boards may seek a penalty from a person for making a false claim for money or property. 740 ILCS 175/4. For information regarding the IWA and the tort of retaliatory discharge, see Thomas v. Guardsmark, 487 F.3d 531 (7th Cir. 2007)(discussing the elements of retaliatory discharge and IWA); Sherman v. Kraft General Foods, Inc., 272 Ill.App.3d 833 (4th Dist. 1995)(finding employee who reported asbestos hazard had a cause of action for retaliatory discharge).

**26** The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," insert a hard return to create a new paragraph, and insert "The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.[27]

**Nondiscrimination Coordinator:** [28]

Chris Simpson
Name
1100 E. Laurel St., Olney, IL 62450
Address
csimpson@rccu1.net
Email
618-395-2324
Telephone

**Complaint Managers:**

| | |
|---|---|
| Cris Edwards | Chad LeCrone |
| Name | Name |
| 1001 N. Holly Road, Olney, IL 62450 | 1100 E. Laurel St., Olney, IL 62450 |
| Address | Address |
| cedwards@rccu1.net | clecrone@rccu1.net |
| Email | Email |
| 618-395-8540 | 618-395-2324 |
| Telephone | Telephone |

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks. [29]

**27** Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number. Id. See f/n 19 in policy 2:260, *Uniform Grievance Procedure*.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

**28** Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

**29** In addition to notifying employees of the Uniform Grievance Procedure, a district must notify them of the person(s) designated to coordinate the district's compliance with Title IX and the Rehabilitation Act of 1973. 34 C.F.R. §§106.8(a), 104.8(a). The Nondiscrimination Coordinator may be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as a Complaint Manager for policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information, to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and school board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

Minority Recruitment [30]

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

LEGAL REF.:
8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §701 et seq., Rehabilitation Act of 1973.
38 U.S.C. §4301 et seq., Uniformed Services Employment and Reemployment Rights Act (1994).
42 U.S.C. §1981 et seq., Civil Rights Act of 1991.
42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. Part 1601.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of 2008.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e(k), Pregnancy Discrimination Act.
42 U.S.C. §12111 et seq., Americans with Disabilities Act, Title I.
Ill. Constitution, Art. I, §§17, 18, and 19.
105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4, 5/24-4.1, and 5/24-7.
410 ILCS 130/40, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 513/25, Genetic Information Privacy Act.
740 ILCS 174/, Ill. Whistleblower Act.
775 ILCS 5/1-103, 5/2-101, 5/2-102, 5/2-103, 5/2-103.1, 5/2-104(D) and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/, Religious Freedom Restoration Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/, Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

**30** All districts must have a policy on minority recruitment. 105 ILCS 5/10-20.7a. Unlike minority recruitment efforts, affirmative action plans are subject to significant scrutiny because of the potential for reverse discrimination. The U.S. Constitution's guarantee of equal protection prohibits school districts from using racial hiring quotas without evidence of past discrimination. See 29 C.F.R. §1608.1 et seq. (EEOC's guidelines for affirmative action plans); Wygant v. Jackson Bd. of Ed., 476 U.S. 267 (1986) (The goal of remedying societal discrimination does not justify race-based layoffs.); City of Richmond v. J.A. Croson Co., 488 U.S. 469 (1989) (Minority contractor quota struck; quotas must be narrowly tailored to remedy past discrimination and the city failed to identify the need for remedial action and whether race-neutral alternatives existed.).

The IHRA states that it shall not be construed as requiring any employer to give preferential treatment or special rights based on sexual orientation or to implement affirmative action policies or programs based on sexual orientation. 775 ILCS 5/1-101.1.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300 (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

# General Personnel

## Workplace Harassment Prohibited [1]

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

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**1** State or federal law controls this policy's content. Federal law requires districts to take action to prevent sexual harassment and to disseminate a policy regarding its prohibition of sex discrimination. 29 C.F.R. §1604.11(f); 34 C.F.R. §106.8(b). State law requires districts to establish a policy to prohibit sexual harassment. 5 ILCS 430/70-5(a), amended by P.A.s ~~100-554 and~~ 101-221. See f/n 3 below. Harassment based on a protected status is a form of discrimination that violates many State and federal laws (see the policy's Legal References).

Workplace harassment policies have typically focused on *sexual* harassment since it receives the most attention. However, the broad prohibitions against discrimination in State and federal civil rights laws will cover harassing conduct that is motivated by animus against any protected status. See Porter v. Erie Foods Int'l, Inc., 576 F.3d 629 (7th Cir. 2009) (recognizing a cause of action for race harassment). For a list of protected statuses, see sample policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. This policy prohibiting harassment has a separate section on sexual harassment because of the extensive statutory and case law regarding it.

Under the Ill. Human Rights Act (IHRA), harassment is unlawful if it has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. 775 ILCS 5/2-101(E-1), added by P.A. 101-221. *Working environment* is not limited to a physical location to which an employee is assigned. Id. Harassment is unlawful on the basis of the specifically-listed categories in this policy whether that status is *actual* or *perceived*. Id.

An employer is liable under Title VII of the Civil Rights Act of 1964 (Title VII) for an employee's harassment of a co-worker if the employer was negligent with respect to the offensive behavior by, for example, failing to take remedial action when it knew or should have known about the harassment. 42 U.S.C. §2000e et seq. An employer is liable under the IHRA for harassment by its nonmanagerial and nonsupervisory employees if it becomes aware of the conduct and fails to take reasonable corrective measures. 775 ILCS 5/2-102(A), amended by P.A. 101-221. However, when the perpetrator is the victim's supervisor, the employer will be vicariously liable for the supervisor's actions. Lack of knowledge of a supervisor's misconduct is no defense. Burlington Indus. v. Ellerth, 524 U.S. 742 (1998); Faragher v. City of Boca Raton, 524 U.S. 775 (1998). A *supervisor* is someone who has the authority to demote, discharge, or take other negative job action against the victim. Vance v. Ball State Univ., 133 S.Ct. 2434 (2013). Note that the IHRA (775 ILCS 5/2-102(D)) imposes strict liability on the employer when an employee has been sexually harassed by supervisory personnel regardless of whether the harasser has any authority over the complainant. Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009). Additionally, under the IHRA, an employer is liable for the harassment of *nonemployees* by nonmanagerial and nonsupervisory employees if it becomes aware of the conduct and fails to take reasonable corrective measures. 775 ILCS 5/2-102(A-10) and (D-5), added by P.A. 101-221. Nonemployees are those who are directly performing services for an employer pursuant to a contract, such as contractors or consultants. Id.

Not all harassing conduct is unlawful discrimination, even if it is disruptive and hurtful. If a board wants to include language in this policy prohibiting employees from engaging in intimidating or offensive conduct that is *not* a civil rights violation, it should consult the board attorney.

**2** Section 2-102 of the IHRA, ~~amended by P.A. 100-100,~~ contains a *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. Id.

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

Sexual Harassment Prohibited [3]

The District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law. [4]

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an

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**3** The IHRA (775 ILCS 5/2-102(D)) provides that sexual harassment is a civil rights violation:

> For any employer, employee, agent of any employer, employment agency or labor organization to engage in sexual harassment; provided, that an employer shall be responsible for sexual harassment of the employer's employees by non-employees or non-managerial and non-supervisory employees only if the employer becomes aware of the conduct and fails to take reasonable corrective measures.

See sample policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, for the definition of Title IX sexual harassment (20 U.S.C. §1681 et seq.), and see f/n 3 of it for examples of employee sexual harassment that may violate Title IX. Title IX's reach is broad because an alleged complainant or alleged respondent may be *anyone* in the district's educational program or activity. This includes applicants for employment, students, parents/guardians, any employee, and third parties. Districts are liable for Title IX sexual harassment when *any* district employee has *actual knowledge* of sexual harassment or allegations of sexual harassment against anyone in the district (except when the only employee with knowledge is the perpetrator of the alleged sexual harassment). 34 C.F.R. §106.30.

The State Officials and Employees Ethics Act (SOEEA) (5 ILCS 430/70-5(a), amended by ~~P.As 100-554 and,~~ . 101-221) requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20.

The policy must include, at a minimum: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights (IDHR); (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the SOEEA, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/); (4) the consequences: (a) of a violation of the prohibition on sexual harassment and (b) for knowingly making a false report; and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against an elected official of the governmental unit by another elected official of a governmental unit. 5 ILCS 430/70-5(a), amended by P.A.~~s 100-54 and~~ 101-221. Sample policy 2:105, *Ethics and Gift Ban*, covers item (5) of this list.

**4** 775 ILCS 5/2-109, added by P.A. 101-221. See sample policy 5:100, *Staff Development Program*, at f/n 4. Districts may use a free, online model program to be offered by the Ill. Dept. of Human Rights (IDHR), develop their own program, or utilize a combination of the two, as long as it includes the following, at a minimum: (1) an explanation of sexual harassment consistent with the IHRA, (2) examples of conduct that constitutes unlawful harassment, (3) a summary of relevant federal and State law concerning sexual harassment and remedies available to victims of sexual harassment, and (4) a summary of responsibilities of employers in the prevention, investigation, and corrective measures of sexual harassment. Id. at 5/2-109(B), added by P.A. 101-221. For IDHR's online model program, see its *Model Sexual Harassment Prevention Training Program* page at: https://www2.illinois.gov/dhr/Training/Pages/State-of-Illinois-Sexual-Harassment-Prevention-Training-Model.aspx. Employers that fail to comply with this training requirement may face financial penalties. Id. Training on other types of workplace harassment is not required by law; however it is best practice.

intimidating, hostile, or offensive working environment.[5] Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Report or Complaint

Employees and *nonemployees*[6] (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available.

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

Whom to Contact with a Report or Complaint [7]

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. [8]

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

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**5** This definition is from State and federal law. 775 ILCS 5/2-101(E) and 29 C.F.R. §1604.11. *Working environment* is not limited to a physical location to which an employee is assigned. 775 ILCS 5/2-101(E), amended by P.A. 101-221. The harassing conduct must be severe or pervasive so as to alter the conditions of the employee's work environment by creating a hostile or abusive situation. Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004). The surrounding circumstances, expectations, and relationships will distinguish between teasing or rough-housing and conduct that a reasonable person would find severely hostile or abusive. In addition, while same-sex gender harassment claims are actionable, the victim must show that s/he suffered disadvantageous employment conditions to which members of the other sex were not exposed. Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).

**6** 775 ILCS 5/2-102(A-10) and (D-5), added by P.A. 101-221. See also f/n 1, above, for discussion regarding nonemployees.

**7** While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

**8** 5 ILCS 430/70-5(a) ~~amended by P.A. 100-554~~, requires that a school board policy prohibiting sexual harassment include details for reporting an allegation of sexual harassment, including options for making a confidential report to a supervisor and an ethics officer. 5 ILCS 430/20-23 defines ethics officers as being designated by State agencies under the jurisdiction of the Executive Ethics Commission. School districts are not State agencies (5 ILCS 430/1-5) and do not have ethics officers; thus, this sample policy substitutes Complaint Manager for ethics officer. Note also that the IDHR has established a Sexual Harassment Hotline Call Center and website to help the public find resources and assistance for the filing of sexual harassment complaints. The hotline can be reached Monday through Friday with the exception of State holidays, between the hours of 8:30 a.m. and 5:00 p.m., at 1-877-236-7703. See www2.illinois.gov/sites/sexualharassment/Pages/default.aspx. All communications received by the IDHR are exempt from disclosure under the Freedom of Information Act (FOIA).

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [9]

**Nondiscrimination Coordinator:**

Name
Chad LeCrone
Address
1100 E. Laurel St., Olney, IL
Email
clecrone@rccu1.net
Telephone
618-395-2324

**Complaint Managers:**

| Name | Name | Name |
|---|---|---|
| Cris Edwards | Andy Julian | Darrell Houchin |
| Address | Address | Address |
| 1001 N. Holly Rd., Olney, IL | 1200 E. Laurel St., Olney, IL | 1099 N. Van St., Olney, IL |
| Email | Email | Email |
| cedwards@rccu1.net | ajulian@rccu1.net | dhouchin@rccu1.net |
| Telephone | Telephone | Telephone |
| 618-395-8540 | 618-393-2191 | 618-395-4372 |

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager.[10] Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

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

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator designee[11] shall

**9** Title IX regulations require districts to identify the name, office address, email address, and telephone number of the person who is responsible for coordinating the district's compliance efforts. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," and supplement the previous sentence to state "The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator, Title IX Coordinator, and Complaint Managers." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

**10** If the district's Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, supplement this sentence to state "Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator, Title IX Coordinator, or a Complaint Manager."

**11** "Nondiscrimination Coordinator or designee" is used where Title IX is potentially implicated. In contrast, if Title IX is likely not implicated then "Nondiscrimination Coordinator or a Complaint Manager or designee" is used (see next paragraph in policy text). If the district's Nondiscrimination Coordinator does not also serve as the Title IX Coordinator, delete "~~Nondiscrimination~~" and insert "Title IX" in its place.

consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged workplace harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policy 2:260, *Uniform Grievance Procedure*, and/or 5:120, *Employee Ethics; Conduct, and Conflict of Interest*,[12] should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel [13]

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

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

Enforcement [14]

A violation of this policy by an employee may result in discipline, up to and including discharge.[15] A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee that may be up to and including discharge. [16]

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**12** See administrative procedure 5:120-AP2, *Employee Conduct Standards* and its exhibit 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*.

**13** Required for districts located within a county served by an accredited Children's Advocacy Center (CAC). Delete this subhead if your school district is within a county not served by an accredited CAC. 105 ILCS 5/22-85 ~~(final citation pending),~~ added by P.A. 101-531 (governing the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC). For further discussion see f/n 14 in sample policy 5:90, *Abused and Neglected Child Reporting*.

**14** See Berry v. Delta Airlines, 260 F.3d 803, 811 (7th Cir. 2001) ("If an employer takes reasonable steps to discover and rectify the harassment of its employees ... it has discharged its legal duty.")

In addition to violating other civil rights laws, a school district violates the *public accommodations* article in the IHRA if it fails to take corrective action to stop severe or pervasive harassment. 775 ILCS 5/5-102 and 5/5-102.2.

**15** 5 ILCS 430/70-5(a), ~~amended by P.A. 100-554 (~~consequences of a violation of the prohibition on sexual harassment). When discharge is the penalty, examine 50 ILCS 205/3c, ~~added by P.A. 100-1040~~. It requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was found to have engaged in sexual harassment or sexual discrimination, as defined by the IHRA or Title VII. Id. Additionally, under the Workplace Transparency Act (WTA), employers may not require confidentiality clauses in settlement or termination agreements involving alleged unlawful employment practices under federal or State civil rights laws, except under specific conditions. 820 ILCS 96/1-30, added by P.A. 101-221.

Prior to the passage of 50 ILCS 205/3c, ~~added by P.A. 100-1040,~~ and the WTA, members of the public could already access copies of severance agreements between school districts and their former employees under FOIA. The Ill. Atty. Gen. Public Access Counselor (PAC) directed a public body to release a settlement agreement that arose out of claims of sexual harassment. PAO 14-4. The PAC noted that the public body could not withhold the entire settlement agreement under 5 ILCS 140/7(1)(c), which exempts personal information that would constitute a clearly unwarranted invasion of privacy. Instead, it could redact personal information from the agreement, such as the complainants' names in order to protect their privacy. Id. However, data regarding settlement agreements involving allegations of sexual harassment or other unlawful discrimination that an employer must report to IDHR under 775 ILCS 5/2-108 is categorically exempt from FOIA. 5 ILCS 140/7.5(oo), added by P.A. 101-221. See f/n 6 in sample policy 2:260, *Uniform Grievance Procedure*, for more discussion about reconciling 50 ILCS 205/3c, ~~added by P.A. 100-1040~~ with another new law, the Government Severance Pay Act (GSPA) (5 ILCS 415/10(a)(1), ~~added P.A. 100-895~~ ) which prohibits school district employees with contract provisions for severance pay to receive any severance pay if they are fired for *misconduct* by the board.

**16** 5 ILCS 430/70-5(a) ~~amended by P.A. 100-554 (~~consequences for knowingly making a false report of sexual harassment).

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/). **17**

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

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

Recourse to State and Federal Fair Employment Practice Agencies **18**

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

The Superintendent shall also use reasonable measures to inform staff members, applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and including this policy in the appropriate handbooks. **19**

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**17** Id. (prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the SOEEA, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/)).

Crawford v. Metro. Gov't of Nashville & Davidson Cnty., 555 U.S. 271 (2009) (holding the anti-retaliation provision in EEOA protects an employee who spoke out about harassment, not only on his or her own initiative, but also in answering questions during an employer's internal investigation).

**18** 5 ILCS 430/70-5(a) ~~amended by P.A. 100-554~~, (how an individual can report an allegation of sexual harassment, including options for making a confidential report to the Inspector General or the IDHR). This sample policy does not reference the Inspector General because the Inspector General does not have jurisdiction over public school districts. 5 ILCS 430/1. School districts must also annually disclose to IDHR certain data about *adverse judgment or administrative rulings* made against them where there was a finding of sexual harassment or unlawful discrimination under federal, State, or local laws. 775 ILCS 5/2-108, added by P.A. 101-221. See IDHR's *FAQ for Employers under Section 5/2-108* and *Form IDHR 2-108*, at: www2.illinois.gov/dhr/Pages/default.aspx.

**19** A district must notify employees of the grievance procedure and the person(s) designated to coordinate the district's compliance with Title IX. 34 C.F.R. §106.8. The nondiscrimination coordinator can be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as the complaint manager in policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

Informing nonemployees is not required by law. However, given the potential for employer liability under the IHRA for harassment of nonemployees, best practice is to publicize this policy to those individuals as well.

LEGAL REF.: ~~Title VII of the Civil Rights Act of 1964~~, 42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.
~~Title IX of the Education Amendments of 1972~~,20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.
~~State Officials and Employees Ethics Act~~,5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
~~Ill. Human Rights Act~~ 775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.
Burlington Indus. v. Ellerth, 524 U.S. 742 (1998).
Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).
Crawford v. Metro. Gov't of Nashville & Davidson Cty., 555 U.S. 271 (2009).
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).
Harris v. Forklift Systems, 510 U.S. 17 (1993).
Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).
Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).
Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2009).
Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).
Vance v. Ball State Univ., 133 S. Ct. 2434 (2013).
Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).

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

# General Personnel

## Hiring Process and Criteria [1]

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School Board policy on equal employment opportunity and minority recruitment.[2] The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board.[3] If the Superintendent's recommendation is rejected, the Superintendent must submit another.[4] No individual will be employed who has been convicted of a criminal offense listed in 105 ILCS 5/21B-80(c).[5]

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**1** State or federal law controls this policy's content. This policy contains an item on which impact bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

**2** See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Districts may not classify a job as either a *male* or *female* job. 29 C.F.R. §1604.5, 34 C.F.R. §106.55.

**3** Boards must consider the superintendent's recommendations concerning, among other things, "the selection, retention, and dismissal of employees." 105 ILCS 5/10-16.7. The board may want to use this alternative sentence:

All personnel decisions are made by the Board, but only on the recommendation of the Superintendent.

Subject to an applicable collective bargaining agreement in effect on 6-13-11, a board that fills a "new or vacant teaching position" must select a candidate based on: (1) certifications, (2) qualifications, (3) merit and ability (including performance evaluation, if available), and (4) relevant experience, provided that the length of continuing service with the district must not be considered a factor, unless all other factors are determined by the school district to be equal. 105 ILCS 5/24-1.5. The statute does not define "new or vacant teaching positions." The requirement does not apply to filling vacant positions under 105 ILCS 5/24-12 (reduction in force and recall). Consult the board attorney about these issues.

**4** An additional optional sentence follows:

The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval.

**5** 775 ILCS 5/2-103.1, added by P.A. 101-656, prohibits employers from using conviction records as a basis to refuse to hire or to take any adverse action against an applicant or employee unless: (1) otherwise authorized by law; (2) there is a *substantial relationship* between the criminal offense and the employment sought; or (3) granting the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. For the disqualifying offenses listed in 105 ILCS 5/21B-80, amended by P.A. 102-552, a district does not have to show a *substantial relationship* between the offense and the position or that hiring or continuing to employ the person would involve an unreasonable risk. However, the Ill. Dept. of Human Rights (IDHR) interprets the Ill. Human Rights Act (IHRA) to still require the employer to notify the applicant of the disqualification pursuant to law and to afford the applicant at least five business days to respond in case the applicant wants to dispute the accuracy of the conviction record. Id. at 5/2-103.1(C). See IDHR's *Conviction Record Protection – Frequently Asked Questions* (March 2021), at:

www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx.

Attorneys have different opinions as to whether the IHRA requires the *interactive assessment* outlined in 775 ILCS 5/2-103.1(c), which includes preliminary and final notices, when a disqualifying offense listed in 105 ILCS 5/21B-80 is found in a conviction record; **consult the board attorney for guidance on this issue**. See administrative procedure 5:30-AP2, *Investigations*, and its footnotes for more detail regarding the IHRA notice ~~requirements~~ provisions and the need for districts to also comply with the seven-day notification requirement in the Ill. Uniform Conviction Information Act, 20 ILCS 2635/7. **Note:** The protections of 775 ILCS 5/2-103.1 do not cover *unpaid interns*, which may include student teachers in the K-12 context. The definition of *employee* in the IHRA only extends to include unpaid interns for civil rights violations involving sexual harassment. 775 ILCS 5/2-101(A)(1)(c) and 5/2-102(D).

105 ILCS 5/10-21.9(c), amended by P.A. 101-531; 105 ILCS 5/21B-80, amended by P.A.s 101-531 and 102-552, allows individuals with criminal histories involving certain drug convictions to apply for or to reinstate their educator licenses seven years after their sentence for the criminal offense is completed. Consult the board attorney about whether the board wants to continue prohibiting employment for any individual who has a criminal history involving these exempted drug offenses.

For more discussion regarding criminal history records checks and screenings required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531, 101-643, and 102-552, see f/ns 5 and 6 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*.

All applicants must complete a District application in order to be considered for employment. [6]

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration. [7]

The Superintendent shall develop and maintain a current comprehensive job description for each position or job category; however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict. [8]

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed

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**6** Any person who applies for employment as a teacher, principal, superintendent, or other certificated employee who willfully makes a false statement on his or her application for employment, material to his or her qualifications for employment, which he or she does not believe to be true, is guilty of a Class A misdemeanor. 105 ILCS 5/22-6.5. District employment applications must contain a statement to this effect. Id. Each employment application for these positions must state the following (Id.):

> Failure to provide requested employment or employer history which is material to the applicant's qualifications for employment or the provision of statements which the applicant does not believe to be true may be a Class A misdemeanor.

Many districts ask applicants about disqualifying criminal convictions on their employment applications or at another point before a job offer is made. State law does not expressly prohibit this practice; however, guidance issued by IDHR regarding implementation of 775 ILCS 5/1-103(G-5) and 5/2-103.1, added by P.A. 101-656, states "[u]nless authorized by law, an employer is prohibited from inquiring about an applicant's conviction record prior to making a job offer to the applicant." See IDHR's *Conviction Record Protection – Frequently Asked Questions* guidance issued by IDHR (March 2021), at:

www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx.

While the School Code and Job Opportunities for Qualified Applicant Act do not prohibit districts from asking about disqualifying convictions before a job offer is made, it is unclear whether they affirmatively *authorize* such inquiries. The IDHR's guidance does not carry the force of law, but may impact its handling of a discrimination charge based on a conviction record. It is also unclear if an applicant's mere disclosure of a disqualifying conviction on an application, absent results of a fingerprint-based criminal history records check, Ill. Sex Offender Registry check, or Violent Offender Against Youth Registry check, triggers the district's obligation to provide notice to the applicant under 775 ILCS 5/2-103.1(C); see also f/n 5, above. Consult the board attorney for advice on these issues and how they may affect application processes.

Any employer that asks applicants to record video interviews and uses an artificial intelligence analysis of the applicant-submitted videos must comply with the Artificial Intelligence Video Interview Act, 820 ILCS 42/, added by P.A. 101-260.

**7** 105 ILCS 5/10-16.7. The foundation for a productive employment relationship begins with a board's policy, a thoughtfully crafted employment contract and job description, and procedures for communications and ongoing assessment. See IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at:

www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/.

See also 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*, for best practice discussions about establishing the board-superintendent employment relationship and contract.

**8** Job descriptions will become the basis for categorizing a teacher into one or more positions that the teacher is qualified to hold for reduction in force (RIF) dismissal and recall purposes. 105 ILCS 5/24-12(b), amended by P.A. 101-643. A board should consult with its attorney to review its current list of job descriptions and discuss the district's specific responsibilities.

A job description is evidence of a position's *essential functions*. 29 C.F.R. §1630.2(n). The Americans with Disabilities Act (ADA) protects individuals who have a disability and are qualified, with reasonable accommodation, to perform the *essential functions* of the job. 42 U.S.C. §12101 et seq., amended by the ADA Amendments Act (ADAAA), Pub. L. 110-325. Determining which functions are essential may be critical to determining if an individual with a disability is qualified. An individual is qualified to perform a job even though he or she is unable, due to a disability, to perform tasks which are incidental to the job. Only when an individual is unable to perform the *essential functions* of a job may a district deny the individual employment opportunities. 29 C.F.R. §1630.2(m). For a definition of essential functions see Id. at 1630.2(n). Whether a particular function is essential is a factual determination.

**Important**: The ADAAA made significant changes to the ADA's definition of disability that broadened the scope of coverage and overturned a series of U.S. Supreme Court decisions that made it difficult to prove that an impairment was a qualifying disability. There is information about the regulations and a link to them at: www.eeoc.gov/laws/regulations/adaaa_fact_sheet.cfm. Consult the board attorney regarding how these amendments impact the district's hiring processes.

on each applicant as required by State law.**9** When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed.**10** The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database.**11** The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, any other person necessary to the hiring decision, ~~or for the purposes of clarifying the information~~, the Ill. Dept. of State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law.**12** The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

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**9** The policy's requirements on criminal records checks for applicants for employment are mandated by 105 ILCS 5/10-21.9, amended by P.A.s 101-72, 101-531, 101-643, and 102-552. See administrative procedure 5:30-AP2, *Investigations*, for the process, timing, and positions requiring criminal background investigation and what steps a district must take if it wants to disqualify an applicant based on a conviction record. The Statewide Sex Offender Database (a/k/a Sex Offender Registry) is available at: www.isp.state.il.us/sor. The Statewide Murderer and Violent Offender Against Youth Database is available at: www.isp.state.il.us/cmvo/. For more discussion regarding criminal history records checks and screenings required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643, see f/n 5 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*. See policy 4:60, *Purchases and Contracts*, for requirements concerning criminal background checks of employees of contractors who have *direct, daily contact* with students.

**10** Id. If a board wants to require additional background inquiries beyond the fingerprint-based criminal history records information check required by 105 ILCS 5/10-21.9, amended by P.A.s 101-72, 101-531, 101-643, and 102-552, including the federal *Rap Back Service* (20 ILCS 2630/3.3~~, added by P.A. 100-718~~) and/or checks through consumer reporting agencies regulated by the Fair Credit Reporting Act (15 U.S.C. §1681 et seq.), consult the board attorney. For more detailed information, see the laws listed in sample exhibit 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*, under the checklist item entitled **Conditions of Employment**, in the **Other Background Check Laws** row.

**11** 105 ILCS 5/10-21.9(b), amended by P.A.s 101-72 and 101-531, and 105 ILCS 5/21B-10. The School Code requires the board president to keep a conviction record confidential. It is impossible to know whether a fingerprint-based criminal history records check and a check of the Statewide Sex Offender and Violent Offender Against Youth Databases on a successful superintendent candidate will come back with a conviction record.

Therefore, in accordance with best practice (ensuring compliance and aligning with good governance principles), this policy does not assign a designee for the board president to complete this task. However, to balance the requirement to keep conviction records confidential with the practical implementation of ensuring a fingerprint-based criminal history records check and a check of the Statewide Sex Offender and Violent Offender Against Youth Databases are performed on each successful superintendent applicant, a board president may want to designate the duty to order these checks to the individuals otherwise listed in 105 ILCS 5/10-21.9(b), amended by P.A.s 101-72 and 101-531. Those individuals include the board president, the superintendent or designee, regional superintendent (if the check was requested by the district), state superintendent of education, state Educator Preparation and Licensure Board, any other person necessary to the hiring decision, or for clarification purposes, the Ill. Dept. of State Police and/or Statewide Sex Offender Registry.

**12** Id. at 5/10-21.9(b), amended by P.A.s 101-72 and 101-531, and 105 ILCS 5/21B-85, amended by P.A. 102-552. The School Code continues to define the board president's role in conducting criminal background investigations and receiving the results of these investigations, including the results for employees of district contractors. 105 ILCS 5/10-21.9. Many districts delegate this task in the hiring process to a human resources department.

105 ILCS 5/21B-85, amended by P.A. 102-552, requires a board to provide prompt written notice to the board of trustees of the Teachers' Retirement System of the State of Illinois (TRS) when it learns that any teacher has been convicted of a felony offense (which provides for a sentence of death or imprisonment for one year or more). The notice to TRS is limited to (1) the name of the license holder, (2) fact of conviction, (3) name and location of the court in which the conviction occurred, and (4) the assigned case number from the court. Id.

Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

For more discussion regarding responses to results obtained by criminal history records checks and screenings as required by 105 ILCS 5/10-21.9(e), amended by P.A.s 101-531 and 101-643, see f/n 6 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law. **13**

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in 105 ILCS 5/21B-80**14** or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment. **15**

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following: **16**

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position. **17**
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria. **18**
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation. **19**
4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment. **20**

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**13** Immigration Reform and Control Act, 8 U.S.C. §1324a et seq. Consult with the board attorney regarding the district's rights and responsibilities under all Illinois laws if the district uses any electronic employment verification system, including *E-Verify* and/or the Basic Pilot Program. 820 ILCS 55/12. This statute urges employers who voluntarily use *E-Verify* (formerly known as the Basic Pilot/Employment Eligibility Verification Program) to consult the Ill. Dept. of Labor's website for current information on the accuracy of *E-Verify* and to review and understand their legal responsibilities relating to the use of any electronic employment verification systems. See f/n 2 in 5:150-AP, *Personnel Records*, for a more detailed discussion of *E-Verify* issues.

**14** See f/n 5, above.

**15** 105 ILCS 5/10-21.9(c) and (g), amended by P.A. 101-531. See f/n 6 in 4:175, *Convicted Child Sex Offender; Screening; Notifications*, for further discussion.

**16** As an alternative to describing the prohibited investigations, a board may substitute this sentence:

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law, including without limitation, investigation into or inquiry concerning: (1) credit history or report unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; (2) claim(s) made or benefit(s) received under Workers' Compensation Act; and (3) access to an employee's or applicant's social networking website, including a request for passwords to such sites.

The default policy provision and the alternative stated above – whichever is selected – may be made a prohibition rather than a duty of the superintendent; to do this, delete the stricken text as follows: "The ~~Superintendent shall ensure that the~~ District does not engage … ."

**17** Employee Credit Privacy Act, 820 ILCS 70/10. This Act allows inquiries into an applicant's credit history or credit report or ordering or obtaining an applicant's credit report from a consumer reporting agency when a satisfactory credit history is an *established bona fide occupational requirement* of a particular position. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at $2,500 or more.

**18** 820 ILCS 112/10(b-5), added by P.A. 101-177. If an employer violates this subsection, the employee may recover in a civil action any damages incurred, special damages up to $10,000, injunctive relief, and costs and reasonable attorney's fees. 820 ILCS 112/30(a-5), added by P.A. 101-177.

**19** Id.

**20** Id.

5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation. **[21]**
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act. **[22]**
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts. **[23]**
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Nepotism

Richland County CUSD #1 is committed to a policy of employment and advancement based on qualifications and merit. The school district does not discriminate in favor of or in opposition to the employment of relatives.

A person in an administrative or supervisory role within Richland County CUSD #1 (including district administrators, building administrators, school board members, head custodians, office managers, etc.) cannot use his/her authority or position with the district to benefit or to disadvantage another employee in a familial relationship. Although all such potential misuses of authority cannot be listed here, examples include an employee signing an evaluation for a family member, participating in a job interview with a family member, or signing/approving a check payable to a family member.

"Familial relationship" within the meaning of this policy means two employees (or an employee and a job applicant) in the relationship of husband, wife, father, mother, brother, sister, son, daughter, uncle, aunt, nephew, niece, grandfather, grandmother, grandson or granddaughter, or any of those relationships arising as a result of marriage (for example, brother-in-law, step child, etc.). The term also

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**21** 820 ILCS 112/10(b-10), added by P.A. 101-177. **Note:** Attorneys caution that using the exceptions in 820 ILCS 112/10(b-10)(1) and (2), added by P.A. 101-177, may trigger litigation. Violating this subsection entitles an employee to recover in a civil action any damages incurred, special damages up to $10,000, injunctive relief, and costs and reasonable attorney's fees. 820 ILCS 112/30(a-5), added by P.A. 101-177.

A school board that wishes to preserve these exceptions should consult its board attorney; then they may supplement number 5 by adding the following after "compensation":

unless the applicant's wage or salary history is a matter of public record, or is contained in a document completed by the applicant's current or former employer and then made available to the public by the employer, or then submitted or posted by the employer to comply with State or federal law; or the applicant is a current employee applying for a position with the same current employer.

**22** Right to Privacy in the Workplace Act, 820 ILCS 55/10(a).

**23** Id. at 55/10(b)(6)(B) (commonly known as the *Facebook Password Law*). A *personal online account* is defined as an online account used primarily by a person for personal purposes. *Personal online account* does not include an account created, maintained, used, or accessed for the business purpose of a person's employer or prospective employer. Id. at 55/10(b)(5). Bracketed explanations follow the statutory language:

"Nothing in this subsection shall prohibit or restrict an employer from complying with a duty to screen employees or applicants prior to hiring…provided that the password, account information, or access sought by the employer only relates to an online account that:

(A) an employer supplies or pays; or

(B) an employee creates or maintains on behalf of under the direction of an employer in connection with that employee's employment."

[Based on this explanation, it is implausible that an applicant would have an account, service, or profile for business purposes of a school employer.]

The statute specifically permits an employer to: (1) maintain workplace policies governing the use of the employer's electronic equipment, including policies regarding Internet use, social networking site use, and electronic mail use; and (2) monitor usage of the employer's (district's) electronic equipment and electronic mail. The statute also states that it does *not prohibit* an employer from obtaining information about an applicant or an employee that is in the public domain or that is otherwise obtained in compliance with the statute. Finally, the statute does not apply to all types of personal technology that employees may use to communicate with students or other individuals, such as text messages on a personal phone. Consult the board attorney about these issues.

includes domestic partners (a person with whom the employee's life is interdependent and who shares a common residence) and, a daughter or son of an employee's domestic partner.

In the course of employment, a person may rise to an administrative position and find himself/herself in a supervisory role of a family member. In this type of circumstance, the administrator must excuse himself/herself from performing an evaluation on a family member.

A school board member may be elected prior to the employment of a family member, or the family member may be hired prior to the board member being elected. In either circumstance, the board member should recuse himself/herself from any decision regarding the family member's employment, advancement, or individual benefits/compensation. A board decision about a group of employees is not considered a violation of this policy (for example, if a board member's family member is part of the education association, the approval of the teacher's contract is for the group, not the individual employee; another example is the approval of a salary increase for all non-certified employees of which a family member is part of the group).

A job applicant should disclose any familial relationship during the application process. Potential familial relationships are indicated on the application form.

Prior to any employment offer, the immediate supervisor must complete a signed statement disclosing any familial relationship with the job candidate. This disclosure is to be reviewed by the superintendent of schools prior to a candidate being recommended to the board of education for employment.

Physical Examinations **24**

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

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity.**25** The Board will pay the expenses of any such examination.

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**24** 105 ILCS 5/24-5, amended by P.A. ~~s 100-513, 100-855, and~~ 101-81. According to this statute, a new or existing employee or substitute teacher employee may be subject to additional health examinations, including tuberculosis screening, as required by rules adopted by the Ill. Dept. of Public Health (IDPH) or by order of a local public health official. The IDPH does not require school employees to be screened for tuberculosis other than workers in child day care and preschool settings. 77 Ill.Admin.Code §696.140(a)(3).

The last sentence of the first paragraph exceeds State law requirements and may be deleted.

Note that while examination by a spiritual leader/practitioner is sufficient for purposes of leaves, the statute does not permit an examination by a spiritual leader/practitioner for initial employment exams. This difference may present a constitutional issue; contact the board attorney for an opinion if an applicant wants to use an examination by a spiritual leader/practitioner.

Federal law limits pre-employment medical inquiries to whether the applicant is able to perform job-related functions; required medical examinations of applicants is forbidden. ~~American with Disabilities Act~~ ADA, 42 U.S.C. §12112(d)(2); see also f/n 8 for an explanation regarding the ADAAA. Districts may condition an employment offer on taking and passing medical inquiries or physical exams, provided that all entering employees in the same classification receive the same conditional offer.

**25** The State law (105 ILCS 5/24-5, amended by P.A. ~~s 100-513, 100-855, and~~ 101-81) allowing boards to require physicals of current employees "from time to time," is been superseded by the ADA. 42 U.S.C. §12112(d)(4). The ADA allows medical inquiries of current employees only when they are job-related and consistent with business necessity or part of a voluntary employee wellness program. Id. Districts may deny jobs to individuals with disabilities who pose a direct threat to the health or safety of others in the workplace, provided that a reasonable accommodation would not either eliminate the risk or reduce it to an acceptable level. 42 U.S.C. §12113; 29 C.F.R. §1630.2(r). See f/n 8 for an explanation regarding the ADAAA.

See f/n 24 for a discussion of examinations by spiritual leaders/practitioners.

Orientation Program

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

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

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

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*Unique to our district – added section on Nepotism.*

# General Personnel

## Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition **1**

All District workplaces are drug- and alcohol-free workplaces. **2**

**1** State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. The Right to Privacy in the Workplace Act (RPWA) allows employers to regulate employees' use of lawful products that impair an employee's ability to perform his or her assigned duties. 820 ILCS 55/5(b), amended by P.A. 101-27. The Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/10-35(a)(8), amended by P.A. 101-593, allows penalties issued by employers of law enforcement officers for consumption, possession, sale, purchase, or delivery of cannabis or cannabis-infused substances while on or off-duty to be collectively bargained; districts that employ school resource officers should consult their board attorneys about this provision of the CRTA.

The federal Drug-Free Workplace Act applies only to the specific programs receiving federal funds. 41 U.S.C. §8101 et seq. For ease of administration, this policy makes its requirements applicable to all employees to avoid confusion during implementation and to avoid complications when obtaining and maintaining federal funds. The CRTA, 410 ILCS 705/, added by P.A. 101-27 and amended by P.A. 101-593, legalized cannabis, but it remains a *Schedule I* (c)(17) controlled substance under federal law, meaning that it has no currently accepted medical use in addition to a high potential for abuse. 21 U.S.C.A. §812 (exempting hemp as defined at 7 U.S.C.A.§1639o). 41 U.S.C. §§8101, 8102 and 8103. While not law, in June 2019, the U.S. House of Representatives, in a voice vote, voted in favor of an amendment to H.R. 3055, which was introduced by Reps. Earl Blumenauer (D-OR), Tom McClintock (R-CA), and Eleanor Holmes Norton (D-D.C.), prohibiting the U.S. Dept. of Justice (DOJ) from interfering with a state's decision to implement laws governing the legalization of cannabis (recreational and medicinal). This marked the first time that either branch of the U.S. Congress has voted to protect state recreational cannabis laws from federal enforcement actions. If the amendment becomes law, it would block the DOJ from using funds to intervene in state and territory cannabis legalization laws. This policy continues to prohibit employees from using cannabis as allowed by the CRTA. See f/n 9, below.

The federal Safe and Drug-Free Schools and Communities Act provides funds, upon application, for drug and violence prevention programs; it does not contain policy mandates. Illinois also has a Drug Free Workplace Act (30 ILCS 580/) that applies to districts with 25 or more employees working under a state contract or a grant of $5,000 or more.

**2** Replace this sentence with the district's drug- and alcohol- free policy goal(s), if any.

With the passage of the CRTA, 410 ILCS 705/, added by P.A. 101-27 and amended by P.A. 101-593, each board and superintendent may wish to engage in a risk-management conversation about the district's drug- and alcohol-free policy enforcement and discipline goals. Enforcement and discipline goals depend upon a board's risk-level tolerance and community expectations. Risk-level-tolerance decisions will depend upon many factors, including, but not limited to: (1) the board attorney's recommendations, (2) the district's budget parameters, if any, for reasonable suspicion training on identification of symptoms of impairment and/or being under the influence, (3) drug testing, and (4) the community's expectations. Answers to the following questions might structure this risk-management conversation:

1. Does the board want to implement a reasonable suspicion program (or any other type of *just cause* provisions in an applicable collective bargaining agreement) to identify employees suspected of being impaired and/or under the influence to enhance its ability to discipline?
2. Does the board want the superintendent to secure training for designated district employees to educate them to identify symptoms of impairment or being under the influence of the substances prohibited in this policy?
3. How does the board want to address employees in positions of leadership, e.g., the superintendent and/or building principal(s), who are perpetually on call due to the nature of their positions and responsibilities (see f/n 3, below)?
4. How will the district manage its duty to educate students about the dangers of drugs and alcohol against the reality that employees are allowed to use lawful products off-duty and off the district's premises (820 ILCS 55/5(b), amended by P.A. 101-27)?
5. Will licensed educators be held to a higher standard than non-licensed employees due to their professional code of conduct expectations?
6. Will employees working directly with students be held to a higher standard than employees not working directly with students?

All employees are prohibited from engaging in any of the following activities while on District premises or while performing work or being *on call*[3] for the District: [4]

1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance. [5]
2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred. [6]

~~3.~~ Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, 105 ILCS 5/22-33.[7] The District considers employees impaired by or under the influence of cannabis when there is a good faith belief

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**3** An employee is *on call* when the employer schedules him or her with at least 24 hours' notice to be on standby or otherwise responsible for performing employment-related tasks either at the employer's location or another previously-designated location. 820 ILCS 55/5, amended by P.A. 101-27. Consult the board attorney regarding how the board wants to treat employees who may be considered on call, e.g., superintendents, principals, coaches, and/or maintenance workers, etc.

For boards that do not want this text, delete ~~or being *on call*~~.

**4** To align with best practices for identifying and subsequently initiating discipline of employees for violating this policy (especially with the passage of the CRTA) and any possible collective bargaining agreement provisions, the superintendent may want to convene the **Employee Substance Abuse Prevention Committee** (see 2:150-AP, *Superintendent Committees*).

**5** These actions are prohibited by both federal (41 U.S.C.A. §§8101, 8102 and 8103) and State Workplace Acts. See f/n 13~~12~~, below. These laws do not address *under the influence* but a board may add: ", or being impaired by or under the influence of any illegal substance or any detectible use of any illegal substance regardless of when or where the use occurred." This option is limited to *illegal* substances to avoid prohibiting employees from using lawfully prescribed controlled substances. See f/n 13~~12~~ Contact the board attorney for advice concerning this provision and whenever the district wants to discipline or dismiss an employee using it. If a hearing is required before the district may discipline or discharge an employee under this provision, the district must put forth evidence that the employee violated it. A district would also have this burden if a grievance is filed under a *just cause* provision in a collective bargaining agreement. This policy's third paragraph addresses prescribed medications other than cannabis.

**6** Optional; alcohol is not addressed in either the federal or State Drug-Free Workplace Acts. Contact the board attorney for advice concerning this provision and whenever the district wants to discipline or dismiss an employee using it. If a hearing is required before the district may discipline or discharge an employee under this provision, the district must put forth evidence that the employee violated it. A district would also have this burden if a grievance is filed under a *just cause* provision in a collective bargaining agreement. The Ill. Court of Appeals held that when the policy defines *under the influence* as any "mental, emotional, sensory or physical **impairment** due to the use of drugs or alcohol," the school district must prove that the teacher showed signs of impairment even though she registered 0.056 blood-alcohol level on a Breathalyzer. Kinsella v. Bd. of Ed. of the City of Chicago, 27 N.E.3d 226 (Ill.App.1st 2015).

**7** "[R]egardless of when and/or where the use occurred" is intended to mean that an employer may reach an employee's conduct on or off-duty depending upon the facts of the disciplinary situation; however, the CRTA contains a specific requirement that law enforcement employers adopt a policy outlining penalties for discipline of law enforcement employees for their on or off-duty conduct involving consumption, possession, sale, purchase, or delivery of cannabis or cannabis-infused substances. Id. at 10-35(a)(8), amended by P.A. 101-593. See also f/ns 1, above, and 9, below. Consult the board attorney if the district employs a school resource officer(s) (SRO(s)) as opposed to contracting with a local law enforcement agency for SRO services.

410 ILCS 130/25(b) prohibits discipline or arrest of school nurses and/or administrators for acting in accordance with *Ashley's Law*, 105 ILCS 5/22-33, amended by P.A. 101-370. Employers may enforce drug-free workplace policies when they are applied in a nondiscriminatory manner. 410 ILCS 705/10-50(a), added by P.A. 101-27, includes disciplining employees – even those who are *registered qualifying patients* – for violating drug-free workplace policies (410 ILCS 130/50 and 705/10-35(a)(1), added by P.A. 101-27). Contact the board attorney for advice concerning the Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)).

that an employee manifests specific articulable symptoms[8] while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position ~~listed in the Cannabis Regulation and Tax Act (CRTA).~~[9]

Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation. State law protects the District from liability when it takes actions pursuant to a reasonable workplace drug policy, including but not limited to subjecting an employee or applicant to reasonable drug and alcohol testing, reasonable and nondiscriminatory random drug testing, discipline, termination of employment, or withdrawal of a job offer due to a failure of a drug test. [10]

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

1. Not legally obtainable,
2. Being used in a manner different than prescribed,
3. Legally obtainable, but has not been legally obtained, or

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**8** Specific articulable symptoms listed in 410 ILCS 705/10-50(d), added by P.A. 101-27, include: the employee's speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery; disregard for the safety of the employee or others, or involvement in any accident that results in serious damage to equipment or property; disruption of a production or manufacturing process; or carelessness that results in any injury to the employee or others. In contrast to the CRTA, the MCPA, while listing the same specific, articulable, symptoms, does not require an employer to have a *good faith belief* that a *registered qualifying patient* is under the influence of cannabis. 410 ILCS 130/50(f), and scheduled to be repealed on 7-1-20.

**9** 410 ILCS 705/10-35 and 10-50(a), added by P.A. 101-27 allows reasonable, nondiscriminatory, zero-tolerance policies. If the district seeks to discipline an employee on the basis that he or she is under the influence of or impaired by cannabis, it must afford the employee a reasonable opportunity to contest the basis of the determination. Id. at 10-50(d), added by P.A. 101-27. See also f/n 7, above. **Contact the board attorney for advice concerning this provision and whenever the district seeks disciplinary action or dismissal of an employee on the basis of the cannabis prohibitions in the policy**.

See also the Ill. Vehicle Code 625 ILCS 5/11-501.2(b-5) number one: when an individual's tetrahydrocannabinol concentration (THC) is five nanograms or more in whole blood or 10 nanograms or more in another bodily substance, e.g., saliva, urine, etc., as defined in 625 ILCS 5/11-501.2(a), a presumption under Illinois law exits that the individual is under the influence of cannabis. Under 625 ILCS 5/11-501.2(b-5) number two: when an individual's [THC] is less than five nanograms in whole blood or less than 10 nanograms or more in another bodily substance, e.g., saliva, urine, etc., as defined in 625 ILCS 5/11-501.2(a), the individual may still be considered impaired.

In addition to a zero-tolerance policy, the CRTA also allows civil, criminal, or other penalties for:

1. Engaging in tasks under the influence of cannabis when doing so would constitute negligence, professional malpractice, or professional misconduct (410 ILCS 705/10-35(a)(1));
2. Possessing cannabis on a school bus or on school grounds (Id. at 10-35(a)(2)(A)-(B) unless permitted under the MCPA);
3. Using cannabis on a school bus or on school grounds (Id. at 10-35(a)(3)(A)-(B) unless permitted under the MCPA);
4. [Using cannabis] in a public place [while impaired or under the influence of cannabis](Id. at 10-35(a)(3)(F));
5. Knowingly being [impaired by or under the influences of cannabis] in close physical proximity to anyone under 21 years of age who is not a registered medical cannabis patient under the MCPA (Id. at 10-35(a)(3)(G));
6. Smoking [and/or *vaping* (see f/n 19, below for a definition of vaping)] it in any place where smoking is prohibited under the Smoke Free Illinois Act (Id. at 10-35(a)(4));
7. Using [cannabis] as an on-duty law enforcement officer, corrections officer, probation officer, or firefighter (Id. at 10-35(a)(8)), or consuming, possessing, selling, purchasing, or delivering cannabis or a cannabis-infused substance(s) while on or off-duty [only if a policy has been adopted] Id. at 10-35(a)(8), amended by P.A. 101-593; or
8. [Using cannabis while [b]]eing on duty as an individual holding a school bus permit or Commercial Driver's License (Id. at 10-35(a)(9)).

**10** 410 ILCS 705/10-50(d). For boards that will not communicate to employees what will happen when reasonable suspicion exists, delete the first sentence of this paragraph: ~~Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation.~~

410 ILCS 705/10-50(e)(1), amended by P.A. 101-593, protects the district from liability for actions described in the last sentence of this paragraph. Delete it if the board will not communicate this information to its employees.

4. Referenced in federal or State controlled substance acts.

For purposes of this policy, *District premises*[11] means workplace as defined in the Cannabis Regulation and Tax Act (CRTA) in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. *School grounds* means the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

As a condition of employment, each employee shall: [12]

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

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired. [13]

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following: [14]

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted. [15]
3. Make available materials from local, State, and national anti-drug and alcohol-abuse organizations. [16]

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**11** 410 ILCS 705/10-35 and 10-50(a), added by P.A. 101-27 and amended by P.A. 101-593, allows employers to prohibit cannabis in the *workplace*. Many attorneys agree it is a best practice for employers to define workplace in policies that prohibit cannabis. 410 ILCS 705/10-50(h), added by P.A. 101-27, defines *workplace* as the employer's premises, including any building, real property, and parking area under the control of the employer or area used by an employee while in performance of the employee's job duties, and vehicles, whether leased, rented, or owned – and may be further defined by the employer's written policy when it is consistent with this definition.

This policy's definition of workplace expands the above CRTA definition to areas that board policy and/or the School Code impose duties upon districts to keep students safe, including:

1. The *school property* definition from policy 8:30, *Visitors to and Conduct on School Property*;
2. The *school grounds* definition at 105 ILCS 5/10-27.1A(d); and
3. Places that school districts must prevent and respond to bullying, including vehicles used for school purposes. 105 ILCS 5/27-23.7(a).

**12** Required by the State and federal Drug-Free Workplace Acts.

**13** This optional paragraph is not addressed in State or federal drug-free workplace acts. An employer should generally not ask an employee about his or her use of medication. See rules implementing the Americans with Disabilities Act, 29 C.F.R. §1630.14. Consult the board attorney if an employee is suspected of working while impaired or under the influence.

**14** Numbers one through five in this paragraph are required by the State and federal Drug-Free Workplace Acts. 30 ILCS 580/3.

**15** As an alternative, replace the phrase "in a place where other information for employees is posted" with the district's local method, e.g., staff intranet, Internet, etc.

**16** Grants may be available from the Ill. State Board of Education for developing a drug-free awareness program. 105 ILCS 5/2-3.93. The drug-free awareness program requirement can be met by developing a brochure on drug abuse or by contacting local,

4. Enlist the aid of community and State agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace,
   b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
   c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence. **17**.

E-Cigarette, Tobacco, and Cannabis Prohibition **18**

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes,**19** tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

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

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

*E-Cigarette* is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic

State, or national anti-drug abuse organizations for materials. The materials should be distributed to employees along with a list of places employees may call for assistance.

**17** Optional. This statement serves as a display of good judgement and a reminder to employees that 105 ILCS 5/27-13.2, amended by P.A. 102-195 and 23.4 (provided it can be funded by private grants or the federal government) require districts to educate students about the prevention and avoidance of drugs abuse and the dangers of opioid and substance abuse.

**18** 105 ILCS 5/10-20.5b, The Smoke Free Illinois Act, 410 ILCS 82/, and the CRTA, 410 ILCS 705/10-35(a)(4)(smoking anyplace where smoking is prohibited under the Smoke Free Illinois Act). Federal law prohibits smoking inside schools. 20 U.S.C. §6083(a).

The prohibition in 8:30, *Visitors to and Conduct on School Property*, referred to here, applies "on school property or at a school event." Here, "at a school event" is clarified with the phrase "while … performing work for the District" in order to align with this policy's other prohibitions.

**19** While 720 ILCS 675, amended by P.A. 101-2, excludes e-cigarettes from its definition of tobacco, it does not address vaporization. Prohibiting *e-cigarettes* aligns with the district's obligation to maintain a safe, smoke-free environment and is logical extension of 105 ILCS 5/10-20.5b, The Smoke Free Illinois Act (410 ILCS 82/), and The Prevention of Tobacco Use by Minors and Sale and Distribution of Tobacco Products Act, 720 ILCS 675, amended by P.A. 101-2 (raising the legal age to buy tobacco and e-cigarette products to 21 years of age). In addition, the U.S. Food and Drug Administration now regulates e-cigarettes. 21 C.F.R. Parts 1100, 1140, and 1143, amended by 81 Fed.Reg. 28973.

E-Cigarettes may resemble cigarettes but contain a battery-operated heating element that turns a liquid into an aerosol (or vapor) that sometimes includes nicotine, flavorings, and other chemicals. The act of inhaling and exhaling the aerosol is known as *vaping*. See www.centeronaddiction.org/e-cigarettes/recreational-vaping/what-vaping. For ease of administration, this policy treats *vaping*, whether tobacco products or not, and smoking tobacco the same due to the outbreaks of lung disease associated with the use of e-cigarettes and vaping. Some e-cigarettes do not look like tobacco products; they are designed to resemble other objects, such as USB flash drives, to be more easily concealed. Like smoking tobacco, vaporization products may include nicotine, which is derived from and is the addictive drug in tobacco, and other potentially harmful chemicals. See *Tobacco/Nicotine and E-Cigs* at: www.drugabuse.gov/drugs-abuse/tobacconicotine-e-cigs. Unlike smoking tobacco, vaping does not produce smoke, but rather the aerosol, often mistaken for water vapor and consisting of fine particles. Many of these particles contain varying amounts of toxic chemicals, which have been linked to cancer and respiratory and heart disease. An outbreak of lung disease has been associated with e-cigarette use and vaping. See articles at:

www.cdc.gov/tobacco/basic_information/e-cigarettes/severe-lung-disease.html; and
www.cdc.gov/tobacco/basic_information/e-cigarettes/severe-lung-disease/health-departments/index.html.

hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device. **20**

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. **21** In addition or alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction. **22**

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of $5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction. **23**

Disclaimer **24**

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

**20** Optional. If a district does not want to include the statutory example that includes the term *vape pen*, which provides notice that vaping products are also prohibited through the term e-cigarette, replace ~~, includes but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device~~ with "shall have the meaning provided in the Prevention of Tobacco Use by Minors and Sale and Distribution of Tobacco Products Act, 720 ILCS 675/1(a-9)."

**21** An employee who currently uses *illegal* drugs is not protected under the Americans With Disabilities Act (ADA) when the district acts on the basis of such use. 42 U.S.C. §12114. Legal drug abusers and alcoholics may still be protected as *handicapped* under the Rehabilitation Act of 1973 (29 U.S.C. §706 et seq.) or the Ill. Human Rights Act (IHRA). 775 ILCS 5/1-101 et seq. and 56 Ill.Admin.Code §2500.20. The Rehabilitation Act, however, excludes from protection "an alcohol or drug abuser whose current use of alcohol or drugs prevents such individual from performing the duties of the job in question or whose employment …would constitute a direct threat to the property or the safety of others." 29 U.S.C. §706(7)(B).

The ADA neither authorizes nor prohibits drug testing; it allows the results of such tests to be used as the basis for disciplinary action. 42 U.S.C. §12114; 29 C.F.R. §1630.16 (c). Drug tests may still violate other laws, e.g., Title VI and the Rehabilitation Act. 42 U.S.C. §2000e et seq.; and 29 U.S.C. §706 et seq. Drug tests may also be a subject of collective bargaining. See paragraph one of f/n 1, above. Consult the board attorney before implementing a drug testing program to enforce this policy.

**22** Required by both the federal and State Drug-Free Workplace Acts.

**23** Id.

**24** Optional best practice text.

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

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

# General Personnel

## Abused and Neglected Child Reporting [1]

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 22 ~~21~~ an abused or neglected individual with a disability[2], shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873)(within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office.[3] Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the

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**1** State or federal law controls this policy's content. The Abused and Neglected Child Reporting Act (ANCRA) (325 ILCS 5/) requires *education personnel* to immediately report or cause a report to be made to DCFS when they have reasonable cause to believe a child known to them in their professional or official capacities may be abused or neglected; *education personnel* includes school personnel (including administrators and certified and non-certified school employees) and educational advocates assigned to a child in accordance with the School Code. 325 ILCS 5/4(a)(4), added by P.A. 101-564, ~~eff. 1-1-20~~; ANCRA states that such personnel "may also notify the person in charge of [the] school[.]" 325 ILCS 5/4(e). If the report involves an ~~disabled~~ *adult student with a disability*, employees should expect DCFS to instruct them to call the Ill. Dept. of Human Services Office (DHS) office of the Inspector General's statewide 24 hour toll-free telephone number at 1-800-368-1463 ~~3843-6154 (within Illinois); 1-866-324-5553 (TTY/Nextalk); or 711 (Illinois Relay).~~ 325 ILCS 5/4.4a and 20 ILCS 1305/1-17(b). Reports involving an ~~disabled~~ adult student with a disability may be made directly to DHS; however, for simplicity, and to preserve a superintendent's duty to disclose certain reports involving an employee or former district employee (see discussion in f/n 18 below) and the immunity for such disclosures, the sample policy directs the initial phone call ~~involving a disabled adult student~~ to DCFS.

Abuse and neglect are defined in 325 ILCS 5/3 and, for ~~disabled~~ adult students with a disability in 20 ILCS 1305/1-17(b). Abuse may be generally understood as any physical or mental injury or sexual abuse inflicted on a child or ~~disabled~~ adult student with a disability other than by accidental means or creation of a risk of such injury or abuse by a person who is responsible for the welfare of a child or ~~disabled~~ adult student with a disability ~~welfare~~. Neglect may be generally understood as abandoning a child or ~~disabled~~ adult student with a disability or failing to provide the proper support, education, medical, or remedial care required by law by one who is responsible for the child's or ~~disabled~~ adult student with a disability's welfare.

Any person required by law to report abuse and neglect who willfully fails to report is guilty of a Class A misdemeanor. A teaching license may be suspended for willful or negligent failure to report suspected child abuse or neglect as required by law. 105 ILCS 5/21B-75, amended by P.A.s 101-531 and 102-552, and 20 ILCS 1305/1-17(k)(1). 20 ILCS 1305/1-17(k)(1) allows mandated reporters for ~~disabled~~ adults with disabilities four hours to report after the initial discovery of the incident, allegation, or suspicion of any one or more of the following: mental abuse, physical abuse, sexual abuse, neglect, or financial exploitation.

District employees who make a report in good faith receive immunity, except in cases of willful or wanton misconduct. See 325 ILCS 5/4 and 9. Further, for the purpose of any proceedings, civil or criminal, good faith of the person making the report is presumed. Id.

Every two years, each district within an Illinois county served by an accredited Children's Advocacy Center (CAC) must review its sexual abuse investigation policies and procedures to ensure consistency with 105 ILCS 5/22-85 ~~(final citation pending),~~ added by P.A. 101-531. 105 ILCS 5/10-20.71 ~~69 (final citation pending~~) added by P.A. 101-531. See sample policy 7:20, *Harassment of Students Prohibited*.

**2** State child and disabled adult protection laws define the same class of individuals differently, but with the same goal: to protect an adult student with a disability, not living in a DCFS licensed facility, who is still finishing school with an Individual Education Plan (IEP). The Dept. of Human Services Act (DHS Act) defines "adult student with a disability" as an adult student, age 18 through 21, inclusive (through the day before the student's 22nd birthday), with an IEP other than a resident of a facility licensed by DCFS. 20 ILCS 1305/1-17(b). However 105 ILCS 5/14-1.02, amended by P.A. 102-172, provides that a student who turns 22 years old during the school year shall be eligible for IEP services through the end of the school year. This statutory definition is the basis for this sample policy's language. ~~For purposes of the discussions in f/ns 1 and 18, the term "adult student with a disability" is shortened to disabled adult student~~

For elementary districts, delete the following phrase from the first sentence: "or, for a student aged 18 through 22, an abused or neglected individual with a disability, ."

**3** 325 ILCS 5/7, amended by P.A. 101-583., ~~eff. 1-1-20~~. For a board that wants to include what a DCFS report should contain, an optional sentence follows:

> The report shall include, if known:
>
> 1. The name and address of the child, parent/guardian names, or other persons having custody;
> 2. The child's age;
> 3. The child's condition, including any evidence of previous injuries or disabilities; and
> 4. Any other information that the reporter believes may be helpful to DCFS for its investigation.

Superintendent or Building Principal that a report has been made.[4] The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement.[5] *Negligent failure to report* occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS. [6]

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at www.report.cybertip.org or www.missingkids.org. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made. [7]

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating

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**4** The sample policy makes the report to the superintendent or building principal mandatory to keep the administration informed. The administration may not force the staff member to change or modify his or her report.

**5** Optional. The sample policy makes coordination with DCFS, the SRO, and local law enforcement a step in the process of reporting, so the local agencies and school district are better able to prevent and manage the risks school officials and parents/guardians face when a DCFS report has been made, e.g., situations where parents/guardians, upon learning a DCFS report has been made involving their child(ren), commit an act of self-harm in response to the information.

For school districts in DuPage County, the DuPage County State's Attorney (SAO), Regional Office of Education (ROE), Police Dept. (PD), and DCFS have created a *Model Policy Reporting Abuse and Neglect for School Officials in DuPage County*, at: www.dupageroe.org/wp-content/uploads/Mandated_Reporting.pdf. Consult the board attorney about this reporting policy – its intent is for school officials to immediately inform the SAO that a report to DCFS has been made to allow the SAO to investigate and prevent evidence spoliation. **Note:** The DuPage SAO, ROE, and PD lack authority under ANCRA over school officials to enforce compliance with this "model reporting policy;" only DCFS has the authority under ANCRA to enforce penalties under ANCRA, not the "model reporting policy." The DuPage SAO, ROE, and PD did not consult school officials in the creation of its "model reporting policy."

**6** 105 ILCS 5/10-23.12(c) (all district employees), added by P.A. 101-531; 105 ILCS 5/21B-75(b) (teachers), amended by P.A. 101-531.

**7** ANCRA requires an electronic and information technology equipment worker or the worker's employer to report a discovery of child pornography depicted on an item of electronic and information technology equipment. 325 ILCS 5/4.5(b). Consult the board attorney to determine whether any district employees fit the definition of an *electronic and information technology worker*, i.e., are "persons who in the scope and course of their employment or business install, repair, or otherwise service electronic and information technology equipment for a fee."

The paragraph exceeds the State requirements by requiring *all* district employees to report a discovery of child pornography on electronic and information technology equipment. This furthers the National Center for Missing and Exploited Children's public policy goal of "empowering the public to take immediate and direct action to enforce a zero tolerance policy regarding child sexual exploitation."

Similar to school personnel who are mandated reporters, electronic and information technology equipment workers and their employers have broad immunities from criminal, civil, or administrative liabilities when they report a discovery of child pornography as required under 325 ILCS 5/4.5(b), except for willful or wanton misconduct, e.g., knowingly filing a false report. Failure to report a discovery of child pornography is a business offense subject to a fine of $1001. 325 ILCS 5/4.5(e).

with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students. **8**

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

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect. **9**

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and at least every three years after that date. **10**
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors, and boundary violations as required by law and policy 5:100, *Staff Development Program*. ~~The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting~~ **11 12**

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**8** 720 ILCS 5/12C-50.1(b) creates a duty for *school officials* to report hazing. The term *school official* includes all school employees and volunteer coaches. 720 ILCS 5/12C-50.1(a). The duty to report hazing is triggered only when the employee/volunteer is fulfilling his or her responsibilities as a school official and observes hazing which results in bodily harm. 720 ILCS 5/12C-50.1(b). A report must be made to *supervising educational authorities*, which is not defined in the Act. Id. Common sense, however, would require the individual witnessing hazing to report it to the building principal or superintendent. Failure to report hazing is a Class B misdemeanor. 720 ILCS 5/12C-50.1(c). Failure to report hazing that resulted in death or great bodily harm is a Class A misdemeanor. Id. 7:190-AP1, *Hazing Prohibited*, uses the same definition of *hazing*; this definition is based on 720 ILCS 5/12C-50.

**9** While it is unclear whether this is a duty or power, 105 ILCS 5/10-23.12(a), amended by P.A. 100-413, authorizes boards "[t]o provide staff development for local school site personnel who work with pupils in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect."

The drill during such training should be: "If in question, report."

**10** ANCRA also requires staff members, within three months of employment, to complete mandated reporter training, including a section on implicit bias and racial and ethnic sensitivity. 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604. This training must be completed again at least every three years. Id. The initial ANCRA three-month training requirement applies to the first time staff engage in their professional or official capacity. Id. While the law allows an extension to six months, it is unclear when such an extension is permissible. Consult the board attorney for guidance. As a best practice, to ensure compliance with the requirement in 105 ILCS 5/22-85(c), added by P.A. 101-531, that mandated reporters annually review ISBE materials regarding notification of DCFS (see f/n 15, below), and to ease the administrative burden to track employee training schedules, a district may consider requiring annual training for all employees.

To reduce liability and align with best practices, ANCRA training for existing district employees appears prudent; however, consult the board attorney about:

1. Whether mandating existing employees to participate in ANCRA training is an item on which collective bargaining may be required. Any policy that impacts upon wages hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.
2. How to comply with both the new ANCRA training requirements and whether compliance with them would also satisfy the School Code's more limited district-provided training requirement discussed in f/n 9 above.

**11** *Erin's Law*, ~~Taskforce Final Report (Report) at: www.isbe.net/Documents/erins-law-final0512.pdf. 105 ILCS 5/22-65 was repealed by P.A. 99-30 (eff. 7-10-15) upon submission of the Report~~ 105 ILCS 5/10-23.13, amended by P.A. 102-610. For additional *Erin's Law* requirements and definitions, see policies and the f/ns in 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; and 6:60, *Curriculum Content*.

**12** 105 ILCS 5/10-23.12(b) ~~amended by P.A.s 100-413 and 100-468~~ permits DCFS to cooperate with school officials to distribute informational ANCRA materials in school buildings. The following optional sentence provides that information: "The Superintendent or designee will display DCFS-issued materials that list the DCFS toll-free telephone number and methods for making a report under ANCRA in a clearly visible location in each school building."

Alleged Incidents of Sexual Abuse; Investigations [13]

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity. [14]

If a District employee reports an alleged incident of sexual abuse to DCFS[15] and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC).[16] The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation.[17] The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited*.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS. [18]

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**13** Delete this subhead if your school district is not within a county served by an accredited CAC. 105 ILCS 5/22-85 ~~(final citation pending)~~, added by P.A. 101-531, governs the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC. For a map of accredited CACs, and to identify a CAC that may serve your district, see www.childrensadvocacycentersofillinois.org/about/map. The law is silent about investigations in counties without CACs.

**14** Though 105 ILCS 5/22-85(b), ~~) (final citation pending),~~added by P.A. 101-531, defines *alleged incident of sexual abuse*, its definition is circular, using the term *sexual abuse* without defining what that means. To provide boards with clarity, the definition of *sexual abuse* used in the Ill. Criminal Code of 2012 is used.

**15** 105 ILCS 5/22-85(c), ) (~~final citation pending),~~ added by P.A. 101-531, provides that if a mandated reporter within a school has knowledge of an alleged incident of sexual abuse, the reporter must call the DCFS hotline immediately after obtaining the minimal information necessary to make a report, including the names of the affected parties and the allegations. It further requires the Ill. State Board of Education (ISBE) to make available materials detailing the information necessary to enable notification to DCFS of an alleged incident of sexual abuse, and that all mandated reporters annually review ISBE's materials.

**16** 105 ILCS 5/22-85(d), ) ~~(final citation pending~~), added by P.A. 101-531.

**17** 105 ILCS 5/22-85(j), (k) , ~~(final citation pending~~) added by P.A. 101-531.

**18** ANCRA requires a superintendent, upon being requested for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DCFS. 325 ILCS 5/4(d). ~~amended by P.A. 101-564, eff. 1-1-20~~ When a report involves an adult student with a disability, DCFS must instruct mandated reporters making these reports to call the DHS' Office of the Inspector General's statewide 24 hour toll-free telephone number: 1-800-368-1463 (325 ILCS 5/4.4a) to make a report under the DHS Act.

The DHS Act (20 ILCS 1305/1-17(l)) then requires a determination of whether a report involving an adult student with a disability should be investigated under it or the Abuse of Adults with Disabilities Intervention Act (20 ILCS 2435), however that Act was repealed by P.A. 99-049 (eff. 7-1-13). The DHS Act does not outline a duty for the superintendent, upon being requested for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DHS involving an adult student with a disability.

Given the public policy behind the ~~recent~~ amendments to 325 ILCS 5/4, a reasonable interpretation of the law is that the superintendent's duty to disclose now involves DHS reports concerning adult students with disabilities. However, with no mechanism requiring DHS to report back to the superintendent a *non-substantiated report* (DHS version of a DCFS *unfounded* report), a superintendent's duty to disclose cannot end. Consult the board attorney about managing the duty to disclose reports that involve adult students with disabilities when DCFS redirects the reporter to DHS. For more information, see policy 5:150, *Personnel Records*.

See also f/n 4 of policy 5:150, *Personnel Records*, discussing the Elementary and Secondary Education Act's (ESEA) (20 U.S.C. §7926) requirement that school policies must explicitly prohibit school districts from providing a recommendation of employment for an employee, contractor, or agent that a district knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law.

~~The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing~~

When the Superintendent has reasonable cause to believe that a license holder committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA, and that act resulted in the license holder's dismissal or resignation from the District, he or she shall notify the State Superintendent and the Regional Superintendent in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged. ~~was dismissed or resigned from the District as a result of an act that made a child an abused or~~[19] The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder. [20]

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Special School Board Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse. [21]

If the Board determines that any District employee, other than an employee licensed under 105 ILCS 5/21B, has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately. [22]

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in policy 2:20, *Powers and Duties of the School Board; Indemnification*. [23]

**19** Alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Educational Service Center."

**20** 105 ILCS 5/10-21.9(e-5), amended by P.A.s 101-531 and 102-552, requires these notifications and provides superintendents immunity from any liability, whether civil or criminal or that otherwise might result by complying with the statute.

**21** 325 ILCS 5/4(d) ~~amended by P.A. 101-564, eff. 1-1-20~~. This statute makes board members mandatory child abuse reporters "to the extent required in accordance with other provisions of this section expressly concerning the duty of school board members to report suspected child abuse." Thus, a board member's duty is "to direct the superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse" whenever an "allegation is raised to a school board member during the course of an open or closed school board meeting that a child who is enrolled in the school district of which he or she is a board member is an abused child." Of course, any board member with reason to doubt that a report was or will be made should directly contact DCFS.

**22** 105 ILCS 5/10-23.12(c), added by P.A. 101-531. See f/n 6, above, and f/n 3 in policy 2:20, *Powers and Duties of the School Board; Indemnification*.

**23** 105 ILCS 5/21B-85(a) and (b), amended by P.A. 102-552. Because felony charges often arise out of abuse and neglect investigation, this board duty is listed here for convenience. See the discussion in the f/ns tied to these duties in policy 2:20, *Powers and Duties of the School Board; Indemnification*.

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

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

# General Personnel

## Staff Development Program [1]

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

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA), School Code, and awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) training as follows (see policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting*): [2]

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

The staff development program shall provide, at a minimum, at least once every two years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children. [3]

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**1** State law requires the subject matter in paragraph 2 to be covered by policy. State or federal law controls this policy's content. A school board may set and enforce professional growth requirements. 105 ILCS 5/24-5. Failure to meet professional growth requirements is considered remediable. Morris v. Ill. State Bd. of Educ., 198 Ill.App.3d 51 (3rd Dist. 1990).

105 ILCS 5/2-3.62 requires the Ill. State Board of Education (ISBE) to establish a regional network of educational service centers to coordinate and combine existing services in a manner that is practical and efficient for schools. Their purposes are to provide, among other things, continuing education, in-service training, and staff development services to all local school districts in Illinois.

**2** 105 ILCS 5/10-23.12, amended by P.A. 101-531; 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604; and *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. Delete #1 for high school districts.

Mandated reporter training may be in-person or web-based and must include, at a minimum, information on the following topics: (1) indicators for recognizing child abuse and child neglect; (2) the process for reporting suspected child abuse and child neglect and the required documentation; (3) responding to a child in a trauma-informed manner; (4) understanding the response of child protective services and the role of the reporter after a call has been made; and (5) implicit bias. *Implicit bias* means the attitudes or internalized stereotypes that affect people's perceptions, actions, and decisions in an unconscious manner and that exist and often contribute to unequal treatment of people based on race, ethnicity, gender identity, sexual orientation, age, disability, and other characteristics. The implicit bias topic must include, at a minimum: (1) information on implicit bias; (2) information on racial and ethnic sensitivity; and (3) tools to adjust automatic patterns of thinking and ultimately eliminate discriminatory behaviors. 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604. Districts must provide mandated reporter training through either DCFS, an entity authorized to provide continuing education through the Dept. of Financial and Professional Regulation, ISBE, the Ill. Law Enforcement Training Standards Board, the Ill. State Police, or an organization approved by DCFS to provide mandated reporter training. Id. *Child-serving organizations*, which are not defined in ANCRA, are "encouraged to provide in-person annual trainings." Id.

**3** This paraphrases 105 ILCS 5/10-20.36(b). The topic covered in this paragraph must be in a board policy. Id. A school medical staff, an individualized educational program team, or a professional worker (as defined in ~~Section~~ 105 ILCS 5/14-1.10) may recommend that a student be evaluated by an appropriate medical practitioner. School personnel may consult with the practitioner, with the consent of the student's parent/guardian.

The staff development program shall provide, at a minimum, once every two years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct. **4 5 6**

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**4** 105 ILCS 5/10-22.39(f) requires boards to conduct this in-service. While the language of this paragraph is not required to be in board policy, including it provides a way for boards to monitor that it is being done. Including this language provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-service that instructs all district staff to maintain boundaries and act appropriately, professionally, and ethically with students. See also sample policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, and f/n 11 in sample policy 4:110, *Transportation*. These expectations will be most effective when they reflect local conditions and circumstances. Employee conduct issues may be subjects of mandatory collective bargaining, therefore consulting the board attorney should be a part of this process. A district would commit an unfair labor practice by implementing new employee conduct rules without first offering to negotiate them with the applicable exclusive bargaining representative.

**5** Insert the following option if a board wants to list in-services and/or trainings that State and federal law require, but are not required to be specified in board policy. ~~If the board does not choose this option, delete 325 ILCS 5/4 from the Legal References~~. The only non-School Code State and/or federal law training requirements listed are from the Abused and Neglected Child Reporting Act, Ill. Human Rights Act, Seizure Smart School Act, and Title IX of the Education Amendments of 1972 (Title IX).

In addition, the staff development program shall include each of the following:

1. At least, once every two years, training of all District staff by a person with expertise on anaphylactic reactions and management.
2. At least every two years, an in-service to train school personnel, at a minimum, to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence.
3. Training that, at a minimum, provides District staff with a basic knowledge of matters relating to acquired immunodeficiency syndrome (AIDS) and the availability of appropriate sources of counseling and referral.
4. Training for licensed school personnel and administrators who work with students in grades kindergarten through 12 to identify the warning signs of mental illness and suicidal behavior in youth along with appropriate intervention and referral techniques.

   ~~5. Abused and Neglected Child Reporting Act (ANCRA), School Code, and Erin's Law Training as follows: a. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect (see policy 5:90, Abused and Neglected Child Reporting). b. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years (see policy 5:90, Abused and Neglected Child Reporting). c. Informing educators about the recommendation in the Erin's Law Taskforce Report requesting them to attend continuing professional development programs that address the prevention and identification of child sexual abuse (see policy 5:90, Abused and Neglected Child Reporting).~~
5. Education for staff instructing students in grades 7 through 12, concerning teen dating violence as recommended by the District's Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students or Complaint Manager.
6. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
7. Annual continuing education and/or training opportunities (*professional standards*) for school nutrition program directors, managers, and staff. Each school food authority's director shall document compliance with this requirement by the end of each school year and maintain documentation for a three year period.
8. All high school coaching personnel, including the head and assistant coaches, and athletic directors must obtain online concussion certification by completing online concussion awareness training in accordance with 105 ILCS 25/1.15. Coaching personnel and athletic directors hired on or after 8-19-14 must be certified before their position's start date.

9. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
10. Every two years, school personnel who work with students must complete an in-person or online training program on the management of asthma, the prevention of asthma symptoms, and emergency response in the school setting.
11. Training for school personnel to develop cultural competency, including understanding and reducing implicit racial bias.
12. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.
13. For nurses, administrators, ~~guidance~~ school counselors, teachers, persons employed by a local health department and assigned to a school, and persons who contract with the District to perform services in connection with a student's seizure action plan, training in the basics of seizure recognition, first aid, and appropriate emergency protocols.
14. For all District staff, annual sexual harassment prevention training.
15. Title IX requirements for training as follows (see policy 2:265, *Title IX Sexual Harassment Grievance Procedure*):
    a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.
    b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
    c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
    d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.

Alternative to paragraph number 2:

2. At least every two years, an in-service to train school personnel who work with students on how to: (a) communicate with and listen to youth victims of domestic or sexual violence and expectant and parenting youth, (b) connect youth victims of domestic or sexual violence and expectant and parenting youth to appropriate in-school services and other agencies, programs and services as needed, and (c) implement the School District's policies, procedures, and protocols with regard to such youth, including confidentiality. The in-service shall be conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth.

Citations for this option follow:

1. 105 ILCS 5/10-22.39(e) (refers to anaphylactic reactions/management).
2. 105 ILCS 5/10-22.39(d), amended by P.A. 102-197.
3. 105 ILCS 5/10-22.39(c), amended by P.A. 102-197.
4. 105 ILCS 5/10-22.39(b), amended by P.A.~~s 100-903 and~~ 101-350. The law allows districts to use the Ill. Mental Health First Aid training program to provide this training. If a licensed employee or an administrator obtains mental health first aid training outside of an in-service training program, he or she may present a certificate of successful completion of that training to the school district to satisfy the requirements of this law.

~~5. 105 ILCS 5/10-23.12, amended by P.A. 101-531; 325 ILCS 5/4(j), amended by P.A. 101-564; and Erin's Law Taskforce Final Report, authorized by 105 ILCS 5/22-65 and repealed by P.A. 99-30 because of submission of the Report at: www.isbe.net/Documents/erins-law-final0512.pdf and see also www.erinslawillinois.org/ for more resources based upon the report. Training may be in-person or web-based and must include, at a minimum, information on the following topics: (1) indicators for recognizing child abuse and child neglect; (2) the process for reporting suspected child abuse and child neglect and the required documentation; (3) responding to a child in a trauma-informed manner; and (4) understanding the response of child protective services and the role of the reporter after a call has been made. topic325 ILCS 5/4(j), amended by P.A. 101-564. Districts must provide training through either DCFS, an entity authorized to provide continuing education through the Dept. of Financial and Professional Regulation, the Ill. State Board of Education, the Ill. Law Enforcement Training Standards Board, the Ill. Dept. of State Police, or an organization approved by DCFS to provide mandated reporter training. Id. Child-serving organizations, which are not defined in ANCRA, are "encouraged to provide in-person annual trainings." Id~~.

5. 105 ILCS 110/3.10(b)(2).
6. 105 ILCS 5/10-22.6(c-5). ~~Amended by P.A. 100-810.~~ School board members are also included.
7. 7 C.F.R. Parts 210 and 235. Section 210.2 defines school nutrition program directors, managers and staff. 7 C.F.R. §§210.15(b)(8) (recordkeeping requirements) and 210.31(a), (c), (d), and (e) (professional standards requirements); 210.31(g)(requiring school food authority director to keep records). ~~amended by Fed. Reg. Vol. 81, No. 146 at 50169 and finalized 7-29-16~~ Food service funds may be used for reasonable, allocable, and necessary training costs. 7 C.F.R. §210.31(f). The U.S. Dept. of Agriculture (USDA) has established implementation resources that contain training opportunities and resources covering the four core training areas: nutrition, operations, administration, and communications/marketing at : ~~www.fns.usda.gov/schoolmeals/professional-standards~~ :www.fns.usda.gov/cn/professional-standards.
8. 105 ILCS 25/1.15.
9. 105 ILCS 5/22-80(h). ~~amended by P.A. 100-309~~
10. 105 ILCS 5/22-30(j-15). Consult the board attorney about whether:
    a. All asthma action plans should require immediate 911 calls based upon In re Estate of Stewart, 406 Ill.Dec. 345 (2nd Dist. 2016); In re Estate of Stewart, 412 Ill.Dec. 914 (Ill. 2017) (school district's appeal denied). The court held that a teacher's failure to dial 911 immediately upon a student's asthma attack was *willful and wanton* conduct, subjecting the school district to liability under the Local Governmental and Governmental Employees Tort Immunity Act.
    b. The duties and responsibilities of the district when it asks for, but does not receive an asthma action plan from a parent/guardian and the logistics of distributing any received plans to those employees who need to know based upon Stewart, above.
11. 105 ILCS 5/10-20.61. ~~added by P.A. 100-14~~
12. 105 ILCS 5/10-20.17a; 23 Ill.Admin.Code §1.330.
13. 105 ILCS 150/25, added by P.A. 101-50.
14. 775 ILCS 5/2-109, added by P.A. 101-221.
15. 34 C.F.R. §106.45(b)(1)(iii).

Putting this optional list into the policy will help the board monitor that the required in-service and training topics are being covered. While it is possible to *pick and choose*, this practice is likely to add more confusion to an already confusing responsibility. Unless noted, the School Code does not mandate the frequency with which the training must occur. Several other trainings that are mentioned in laws other than the School Code are addressed in other policies. Many of those policies are listed in the cross-references to this policy, e.g., training requirements under the Care of Students with Diabetes Act. 105 ILCS 145/.

**6** Different from the in-service training that school districts must provide to their staff, 105 ILCS 5/3-11, contains requirements that the regional superintendents must include during teachers institutes. Instruction on prevalent student chronic health conditions, as well as educator ethics and teacher-student conduct training is also required. See also f/n 3 above discussing the board's requirement in Section 10-22.39. Beginning with the 2016-17 school year, teachers' institutes must also include instruction on the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 et seq.) as it pertains to the school environment at least every two years. Contact the Regional Superintendent or the appropriate Intermediate Service Center with questions about online training for this component of a teachers' institute. Discuss with the board attorney the best practices of documenting trainings and evaluations of trainings; many attorneys in the field prefer documentation of ADA trainings to assist in their defense of any potential ADA claims against the district.

For districts that have a practice of providing instruction in life-saving techniques and first-aid in their staff development programs, insert the following optional paragraph that restates 105 ILCS 5/3-11, 105 ILCS 110/3, and 77 Ill.Admin.Code §527.800:

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

An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automated external defibrillator.

Persons performing CPR are generally exempt from civil liability if they are trained in CPR (745 ILCS 49/10); persons performing automated external defibrillation are generally exempt from civil liability if they were trained and acted according to the standards of the American Heart Association (745 ILCS 49/12).

The board may also want to address other staff development opportunities. While not required to be policy, 105 ILCS 5/27-23.10 requires a school board to collaborate with State and local law enforcement agencies on gang resistance education and training. It also states that ISBE may assist in the development of instructional materials and teacher training for gang resistance education and training, which may be helpful to include in the staff development program. Other mandated and recommended staff development opportunities that are not located in the School Code or ISBE rules are found in the Ill. Administrative Code or federal regulations. Many of them are cross referenced in this policy.

**7** Required by 105 ILCS 5/2-3.166(c)(2).

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

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

ADMIN. PROC.: 2:265-AP1 (Title IX Sexual Harassment Response), 2:265-AP2 (Formal Title IX Sexual Harassment Complaint Grievance Process), 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at ~~an Indoor~~ Physical Fitness Facility with an AED), 5:100-AP (Staff Development Program), 5:120-AP2 (Employee Conduct Standards), 5:150-AP (Personnel Records), 6:120-AP4 (Care of Students with Diabetes), 7:250-AP1 (Measures to Control the Spread of Head Lice at School)

# General Personnel

## Employee Ethics; Conduct; and Conflict of Interest [1]

Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others.[2] In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy.[3] Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/),[4] engages in *grooming* as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct,[5] or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.[6]

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**1** The State Officials and Employees Ethics Act (SOEEA) (5 ILCS 430/), requires a policy on a subject-matter covered in this sample policy; State and federal law controls its content. This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

**2** 105 ILCS 5/10-22.39 requires each board to conduct in-service training on educator ethics, teacher-student conduct, and school employee-student conduct for all personnel. These expectations will be most effective when the in-service curriculum reflects local conditions and circumstances. While the School Code only requires the in-service, the requirement presents an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for the in-service that instructs all district ~~staff~~ employees to maintain boundaries and act appropriately, professionally, and ethically with students. See discussion in ~~third opinion~~ f/n 3, 5:100, *Staff Development Program*. After its discussion of these issues, the board may have further expectations and may choose to reflect those expectations here.

775 ILCS 5/2-109, added by P.A. 101-221, ~~eff. 1-1-20~~, requires districts to provide annual workplace sexual harassment prevention training to all employees. See f/n 4 in policy 5:20, *Workplace Harassment Prohibited*, for further detail about the training requirements.

**3** 23 Ill.Admin.Code Part 22. Boards are not required to include ISBE's *Code of Ethics for Illinois Educators* in a board policy. Incorporating it by reference into a policy demonstrates a board's commitment to the *Code's* principles and may allow a board to enforce the *Code* independently from any action taken by the State Superintendent.

~~Use this optional sentence to establish a requirement that the board can monitor: "The Superintendent or designee shall identify appropriate employee conduct standards and provide them to staff members." Sample conduct standards are contained in administrative procedure 5:120-AP2, Employee Conduct Standards. Consult the board attorney for advice on whether the board must offer to negotiate employee conduct standards with the applicable exclusive bargaining representative before establishing them.~~

**4** 325 ILCS 5/4(a)(4), amended by P.A. 101-564, ~~eff. 1-1-20~~: 105 ILCS 5/10-23.12(c) (all district employees), added by P.A. 101-531; 105 ILCS 5/21B-75(b) (teachers), amended by P.A.s 101-531 and 102-552.

**5** by P.A. 102-610. *Erin's Law*, 105 ILCS 5/10-23.13, amended

**6** ~~This sentence is optional~~. The Ill. Human Rights Act makes it a civil rights violation to fail to take remedial action, or to fail to take appropriate disciplinary action, against any employee when the district knows that the employee committed or engaged in sexual harassment of a student. 775 ILCS 5/5A-102. Sexual harassment of a student is also prohibited by 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 7:20, *Harassment of Students Prohibited*. Sexual harassment of an employee is also prohibited by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 5:20, *Workplace Harassment Prohibited*.

The Superintendent or designee shall identify appropriate employee conduct standards and provide them to all District employees.[7] Standards related to school employee-student conduct shall, at a minimum:

1. Incorporate the prohibitions noted in paragraph 1 of this policy;
2. Define prohibited grooming behaviors[8] to include, at a minimum, *sexual misconduct. Sexual misconduct*[9] is (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
    a. A sexual or romantic invitation
    b. Dating or soliciting a date
    c. Engaging in sexualized or romantic dialog
    d. Making sexually suggestive comments that are directed toward or with a student
    e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
    f. A sexual, indecent, romantic, or erotic contact with the student
3. Identify expectations for employees to maintain professional relationships with students, including expectations for employee-student boundaries based upon students' ages, grade levels, and developmental levels.[10] Such expectations shall establish guidelines for specific areas, including but not limited to:
    a. Transporting a student
    b. Taking or possessing a photo or video of a student
    c. Meeting with a student or contacting a student outside the employee's professional role
4. Reference employee reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), and the Elementary and Secondary Education Act (20 U.S.C. § 7926);
5. Outline how employees can report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting;*[11] and

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**7** Sample conduct standards are contained in administrative procedure 5:120-AP2, *Employee Conduct Standards*. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them.

**8** 105 ILCS 5/10-23.13(b), amended by P.A. 102-610.

**9** This definition of *sexual misconduct* is adapted from HB 1975, legislation that did not pass in the first half of the 102nd Ill. General Assembly; however, it includes the results of collaboration to implement some of the recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff. See www.sesamenet.org/ for further information.

As of **PRESS** Issue 108's publication, HB 1975 is still pending in the 102nd General Assembly and is expected to become law. Its enactment could close significant legal loopholes related to combating grooming by broadening the definition of grooming prohibited by the Criminal Code of 2012 and authorizing the Ill. Dept. of Children and Family Services to investigate grooming allegations under the Abused and Neglected Child Reporting Act.

**10** 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*. Establishing guidelines specific to #3(a), (b), and (c) is not currently required but is a requirement in HB 1975 (see f/n 9, above).

**11** 105 ILCS 5/10-23.13(b), amended by P.A. 102-610.

6. Reference required employee training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the Ill. Governmental Ethics Act: **12**

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

Ethics and Gift Ban

School Board policy 2:105, *Ethics and Gift Ban***,** applies to all District employees.**13** Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board.**14** An employee having an interest in instructional materials must file an annual statement with the Board Secretary. **15**

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes

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**12** 5 ILCS 420/4A-101.5, added by P.A. 101-221. See 5 ILCS 420/4A-102, amended by P.A. 101-221, for economic interests of an employee's spouse or any other party that is considered the employee's interests if the employee constructively controls them. Any county clerk may use a mandatory system of Internet-based filing of economic interest statements; if done, the clerk must post the statements, without the addresses, of the filers, on a publicly accessible website. 5 ILCS 420/4A-108, amended by P.A. 101-221.

**13** The SOEEA ~~tate Officials and Employees Ethics Act~~ prohibits State employees from engaging in certain political activities and accepting certain gifts. 5 ILCS 430/. ~~The Act~~ It requires all school districts to adopt an *ordinance or resolution* "in a manner no less restrictive" than the Act's provisions. See policy 2:105, *Ethics and Gift Ban.*

Districts may not inhibit or prohibit employees from petitioning, making public speeches, campaigning for or against political candidates, speaking out on public policy questions, distributing political literature, making campaign contributions, and seeking public office. 50 ILCS 135/, Local Governmental Employees Political Rights Act. An employee may not use his/her position of employment to coerce or inhibit others in the free exercise of their political rights or engage in political activities at work. Id.

**14** This sentence quotes 105 ILCS 5/22-5 because the statute does not define important terms making it difficult to paraphrase. No appellate decision defines *school officer* or *apparatus*, or what is meant by *connected*. The statute was enacted in 1961 but earlier versions were in the School Code much longer. A violation of this prohibition is a Class A misdemeanor.

**15** Id.

participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) when the employee has a real or apparent conflict of interest.[16] A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above. [17]

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts.[18] Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*. [19]

Guidance Counselor Gift Ban [20]

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

1. Opportunities, benefits, and services available on the same conditions as for the general public.
2. Anything for which the guidance counselor pays market value.
3. A gift from a relative.
4. Anything provided by an individual on the basis of a personal friendship, unless the guidance counselor believes that it was provided due to the official position or employment of the guidance counselor and not due to the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the guidance counselor must consider the circumstances in which the gift was offered, including any of the following:
    a. The history of the relationship between the individual giving the gift and the guidance counselor, including any previous exchange of gifts between those individuals.

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**16** 2 C.F.R. §200.318(c)(1) prohibits employees, officers, or agents of a school district from participating in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent *conflict of interest*. The uniform federal rules on procurement standards in 2 C.F.R. Part 200 also apply to eligible State grants through the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). Authoritative sources and guidance regarding conflict of interest and financial disclosure are provided through the GATA Resource Library at www.grants.illinois.gov.See also the Ill. State Board of Education's *Procurement and Purchasing Checklist* at: www.isbe.net/Pages/Audit-and-Monitoring-Review-Requirements-and-Tools.aspx.

**17** Id.

**18** Id.

**19** Id. The rule provides flexibility for school districts to "set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value," along with "disciplinary actions to be applied for violations." Referring to sample policy 2:105, *Ethics and Gift Ban*, for these standards provides clarity and consistency. Policy 2:105 ~~Ethics and Gift Ban~~ refers to **Limitations on Receiving Gifts** in the Ethics Act at 5 ILCS 430/10-10 – 10-30, along with discussion of the specific penalties available under the Ethics Act at 5 ILCS 430/50-5 in its **Enforcement** subhead.

**20** This section is only for those districts with a high school. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-327, eff. 1-1-22. *Guidance counselor* means a person employed by a school district and working in a high school to offer students advice and assistance in making career or college plans. Id.

b. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift.

c. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift also, at the same time, gave the same or a similar gift to other school district employees.

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

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

Outside Employment

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

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

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

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 7:20 (Harassment of Students Prohibited)

# General Personnel

## Personal Technology and Social Media; Usage and Conduct [1]

Definitions

**Includes** - Means "includes without limitation" or "includes, but is not limited to."

**Social media** - Media for social interaction, using highly accessible communication techniques through the use of web-based and mobile technologies to turn communication into interactive dialogue.[2] This includes, but is not limited to, services such as *Facebook*, *LinkedIn*, *Twitter*, *Instagram*, *Snapchat,* and *YouTube*. [3]

**Personal technology** - Any device that is not owned or leased by the District or otherwise authorized for District use and: (1) transmits sounds, images, text, messages, videos, or electronic information, (2) electronically records, plays, or stores information, or (3) accesses the Internet, or private communication or information networks.[4] This includes laptop computers (e.g., laptops, ultrabooks, and chromebooks), tablets (e.g., iPads®, Kindle®, Microsoft Surface®, and other Android® platform or Windows® devices), smartphones (e.g., iPhone®, BlackBerry®, Android® platform phones, and Windows Phone®), and other devices (e.g., iPod®). [5]

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**1** This policy is optional. Consult the board attorney because personal technology, social media, and public employees' First Amendment rights involve unprecedented and ~~area of the law. Public employees' First Amendment rights involve an~~ unsettled areas of the law. In addition, personal technology and social media platforms change continually.

Therefore, instead of prohibiting specific actions, this sample policy focuses on what will not change - maintaining appropriate behavior as outlined in 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, the Ill. Educators' Code of Ethics at 23 Ill.Admin.Code §22.20, and 105 ILCS 5/21B-75, amended by P.As. 101-531 and 102-552 (allows suspensions or revocations of licenses, endorsements, or approvals ~~certificates~~ for abuse or neglect of a child, willful or negligent failure to report suspected child abuse or neglect, *immorality*, and *unprofessional conduct*, among other things). *Immoral* has been defined by one court to mean "shameless conduct showing moral indifference to the opinions of the good and respectable members of the community." See Ahmad v. Bd. of Educ. of City of Chicago, 356 Ill.App.3d 155 (1st Dist. 2006).

Consult the board attorney when a board wants to prohibit more specific actions and/or specific speech, e.g., *friending* students on Facebook or similar social media, *tweeting* or otherwise communicating with students on Twitter or similar social media sites, and text messaging or emailing students. See also the discussion in f/ns 6 & 7 below.

This policy also contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. When a policy's subject matter is superseded by a bargaining agreement, the board policy can state, "Please refer to the applicable collective bargaining agreement."

**2** Several definitions of social media exist, and a board may wish to use another definition or create its own with the board attorney. This sample policy's definition is very broad. It is adapted from a frequently cited Wikipedia definition at: www.en.wikipedia.org/wiki/Social_media.
Merriam-Webster's definition is at: www.merriam-webster.com/dictionary/social%20.

**3** Optional. A board may want to add other sites. As of July 2021, the publication *eBizMBA Inc.* lists the top four social networking sites as Facebook, YouTube, ~~Twitter, and~~ Instagram, and Twitter respectively.

**4** *Personal technology* is not yet defined. It is the title of a weekly column in *The Wall Street Journal*. The column was created and is authored by Walt Mossberg, who frequently directs readers to his review of new technologies on a website titled *All Things Digital* at to www.allthingsd.com/author/walt/. Many of the reviewed devices operate as described in this sample definition.

**5** Optional.

Usage and Conduct [6]

All District employees who use personal technology and/or social media shall: [7]

1. Adhere to the high standards for **Professional and Appropriate Conduct** ~~appropriate school relationships~~ required by policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, at all times, regardless of the ever-changing social media and personal technology platforms available. This includes District employees posting images or private information about themselves or others in a manner readily accessible to students and other employees that is inappropriate as defined by policy 5:20, *Workplace Harassment Prohibited*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; 6:235, *Access to Electronic Networks*; 7:20, *Harassment of Students Prohibited*; and the Ill. Code of Educator Ethics, 23 Ill.Admin.Code §22.20.
2. Choose a District-provided or supported method whenever possible to communicate with students and their parents/guardians.
3. Not interfere with or disrupt the educational or working environment, or the delivery of education or educational support services.
4. Inform their immediate supervisor if a student initiates inappropriate contact with them via any form of personal technology or social media.
5. Report instances of suspected abuse or neglect discovered through the use of social media or personal technology pursuant to a school employee's obligations under policy 5:90, *Abused and Neglected Child Reporting Child Reporting*.
6. Not disclose student record information, including student work, photographs of students, names of students, or any other personally identifiable information about students, in compliance with policy 5:130, *Responsibilities Concerning Internal Information*. ~~This means that personal technology and social media may not be used to share, publish, or transmit information about or images of students and/or District employees without proper approval.~~ For District employees, proper approval may include implied consent under the circumstances. [8]

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**6** Whether to discipline an employee for his or her speech is always highly fact sensitive and should always occur after a consultation with the board attorney. See f/ns 1 and 7. The discipline will require careful balancing of the district's obligations to protect its students with employees' rights. Further, a board may not discipline its employees for discussing the terms and conditions of their employment with co-workers and others or otherwise interfere with their employees' efforts to work to improve the terms and conditions of their workplace. 29 U.S.C. §151 et seq.

**7** The following list is optional and may contain items on which collective bargaining may be required. See f/n 1. To ensure that the listed expectations match local conditions, boards may want to initiate a conversation with the superintendent about these expectations. Expectations will be most effective when they reflect local conditions and circumstances. This conversation provides an additional opportunity for the board and superintendent to examine all current policies, collective bargaining agreements, and administrative procedures applicable to this subject. See f/n 2 of policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, for more discussion about how to initiate this conversation, f/n 3 of policy 5:100, *Staff Development Program*, and the discussion in f/n 2 of sample policy 8:10, *Connection with the Community*, related to excluding followers and purging critics from social media accounts that are considered public forums (Knight First Amendment Inst. at Columbia Univ. v. Trump, 302 F.Supp.3d 541 (S.D.N.Y. 2018)). Employee conduct issues may be subjects of mandatory collective bargaining, therefore consulting the board attorney should be a part of this process. After discussing these issues, the board may have further expectations and may choose to reflect those expectations here.

**8** Inherent dangers exist when district employees use personal technology and social media without understanding how the information is used within the chosen platform and what choices are available within the platform to control it. Some examples of laws that require the safekeeping of district and school records include: the Federal Educational Rights and Privacy Act, 20 U.S.C. §1232g, and the Ill. School Student Records Act, 105 ILCS 10/ (both prohibit the unauthorized disclosure of student school records); 5 ILCS 140/7 (exempts personnel information and other items such as school security and response plans and maps from disclosure); 45 C.F.R. §164.502 (protects the employees' health information); and 820 ILCS 40/ (governs the release of an employee's disciplinary action). For district employees, implied consent may be sufficient in some circumstances, e.g., teachers taking pictures of each other at a birthday party in the teachers' lounge or at a social event off school grounds and later posting those pictures on social media. ~~Facebook.~~

7. Refrain from using the District's logos without permission and follow Board policy 5:170, *Copyright*, and all District copyright compliance procedures. [9]
8. Use personal technology and social media for personal purposes only during non-work times or hours. Any duty-free use must occur during times and places that the use will not interfere with job duties or otherwise be disruptive to the school environment or its operation. [10]
9. Assume all risks associated with the use of personal technology and social media at school or school-sponsored activities, including students' viewing of inappropriate Internet materials through the District employee's personal technology or social media. The Board expressly disclaims any responsibility for imposing content filters, blocking lists, or monitoring of its employees' personal technology and social media. [11]
10. Be subject to remedial and any other appropriate disciplinary action for violations of this policy ranging from prohibiting the employee from possessing or using any personal technology or social media at school to dismissal and/or indemnification of the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of this policy. [12]

The Superintendent shall: [13]

1. Inform District employees about this policy during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*.
2. Direct Building Principals to annually:
   a. Provide their building staff with a copy of this policy.

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**9** 17 U.S.C. §101 et seq.

**10** 105 ILCS 5/24-9; Fair Labor Standards Act, 29 U.S.C. §201 et seq. See also f/ns 1 and 6 above.

**11** The Children's Internet Protection Act (CIPA) (47 U.S.C. §254(l)) requires school districts to maintain a policy and provide Internet access that protects against access to websites containing material that is obscene, pornographic, or harmful to minors. See 6:235, *Access to Electronic Networks*. Because a district cannot subject its employees' usage of personal technology and social media to the same measures required under CIPA (i.e., content filters, blocking lists, or district monitoring of Internet website traffic for patterns of usage that could indicate inappropriate network usage), this statement seeks to balance the district's duty by shifting responsibility for inappropriate behavior to the individual employee.

**12** The Ill. Human Rights Act makes it a civil rights violation to fail to take remedial action, or to fail to take appropriate disciplinary action against any employee, when the district knows that the employee committed or engaged in sexual harassment of a student. 775 ILCS 5/5A-102. Sexual harassment of a student is also prohibited by 7:20, *Harassment of Student Prohibited*, and of an employee by 5:20, *Workplace Harassment Prohibited*.

**13** 105 ILCS 5/10-16.7. The school board directs, through policy, the superintendent in his or her charge of the district's administration. One logical method for a board to address the issue of district employees' use of personal technology and social media is to include its expectations during its in-service trainings required by 105 ILCS 5/10-22.39. Many experts in social media risk management advocate training employees about the expectations concerning social media usage. For boards that do not want to include this as a part of the in-service, delete the phrase "during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*."

Public employee First Amendment issues involve the balance between the importance of the speech and the district's interest in maintaining order and effective school operations. The First Amendment "does not entitle primary and secondary teachers, when conducting the education of captive audiences, to cover topics, or advocate viewpoints, that depart from the curriculum adopted by the school system." See Mayer v. Monroe Cnty. Cmty. Sch. Corp., 474 F.3d 477 (7th Cir. 2007). Nor is the First Amendment likely to entitle a teacher to protection for purely personal speech that does not touch on a matter of public concern. See Pickering v. High Sch. Dist. 205, 391 U.S. 563 (1968). However, when public employees speak as private citizens on their own time about matters of public concern, they may face only those speech restrictions that are necessary for their employers to operate efficiently and effectively. Garcetti v. Ceballos, 547 U.S. 410 (2006).

b. Inform their building staff about the importance of maintaining high standards in their school relationships.

c. Remind their building staff that those who violate this policy will be subject to remedial and any other appropriate disciplinary action up to and including dismissal.

3. Build awareness of this policy with students, parents, and the community.
4. Ensure that ~~no one for~~ neither the District, nor anyone on its behalf, commits ~~request of~~ an act prohibited by the Right to Privacy in the Workplace Act, 820 ILCS 55/10; i.e., the *Facebook Password Law*~~employee or applicant access in any manner to his or her social networking website or requests passwords to such sites~~.[14]
5. Periodically review this policy and any procedures with District employee representatives and electronic network system administrator(s) and present proposed changes to the Board.

LEGAL REF.: 105 ILCS 5/21B-75 and 5/21B-80.
~~Ill. Human Rights Act,~~ 775 ILCS 5/5A-102, Ill. Human Rights Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
~~Code of Ethics for Ill. Educators,~~ 23 Ill.Admin.Code §22.20, Code of Ethics for Ill. Educators.
Garcetti v. Ceballos, 547 U.S. 410 (2006).
Pickering v. High School Dist. 205, 391 U.S. 563 (1968).
Mayer v. Monroe County Community School Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:130 (Responsibilities Concerning Internal Information), 5:150 (Personnel Records), 5:170 (Copyright), 5:200 (Terms and Conditions of Employment and Dismissal), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:340 (Student Records)

**14** Right to Privacy in the Workplace Act, 820 ILCS 55/10(b) (also known as the *Facebook Password Law*). The exception for *professional accounts* is unlikely to be available to school districts; see the explanation in f/n 19 in policy 5:30, *Hiring Process and Criteria*. The statute specifically permits an employer to: (1) maintain workplace policies governing the use of the employer's electronic equipment, including policies regarding Internet use, social networking site use, and electronic mail use; and (2) monitor usage of the employer's electronic equipment and electronic mail.

The statute does not prohibit an employer from (1) obtaining information about an applicant or an employee that is in the public domain or that is otherwise obtained in compliance with the statute, and (2) requesting or requiring an applicant or employee to share specific content that is reported to the employer to: (a) ensure compliance with laws and regulatory requirements, (b) investigate certain allegations as outlined in the law, and (c) prohibit certain outlined behaviors in the law. Finally, the statute does not apply to other types of personal technology that employees may use to communicate with students or other individuals, such as personal email or text messages on a personal phone. However, employers may access online accounts that the employer pays for or that an employee creates or maintains on behalf of the employer in connection with the employee's employment. Consult the board attorney about these issues.

# General Personnel

## Personnel Records 1

Maintenance and Access to Records

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

Access to personnel records is available as follows:

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

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**1** State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

This policy is consistent with the minimum requirements of State law. The local collective bargaining agreement may contain provisions that exceed these requirements. When a policy's subject matter is superseded by a bargaining agreement, the board policy can state, "Please refer to the applicable collective bargaining agreement(s)."

**2** An employee has the right to view his or her personnel file contents, with a few exceptions. Ill. Personnel Record Review Act (PRRA), 820 ILCS 40/. Thus, personnel files should contain only factual and accurate job-related information. In addition, the PRRA identifies records that may not be kept: a record of an employee's associations, political activities, publications, communications, or non-employment activities (820 ILCS 40/9, amended by P.A. 101-531) and records identifying an employee as the subject of an investigation by the Ill. Dept. of Children and Family Services (DCFS) if the investigation resulted in an unfounded report as specified in the Abused and Neglected Child Reporting Act (820 ILCS 40/13). See f/n 5.

**3** Unless a specific exemption is available, personnel file information is available to anyone making a FOIA request. 5 ILCS 140/. Specific exemptions protect the following:

1. *Private information* meaning "unique identifiers, including a person's social security number, driver's license number, employee identification number, biometric identifiers, personal financial information, passwords or other access codes, medical records, home or personal telephone numbers, and personal email addresses. Private information also includes home address and personal license plates, except as otherwise provided by law or when compiled without possibility of attribution to any person." 5 ILCS 140/7(1)(b); 5 ILCS 140/2(c-5.
2. *Personal information* "the disclosure of which would constitute a clearly unwarranted invasion of personal privacy." 5 ILCS 140/7(1)(c).
3. *Information prohibited from being disclosed under the Illinois Educational Labor Relations Act* (IELRA). 5 ILCS 140/7.5(yy), added by P.A. 101-620 ~~(final citations pending);~~ 115 ILCS 5/3(d). The prohibitions in the IELRA overlap with some categories of private information identified in FOIA and include: (a) the employee's home address (including ZIP code and county); (b) the employee's date of birth; (c) the employee's home and personal phone number; (d) the employee's personal email address; (e) any information personally identifying employee membership or membership status in a labor organization or other voluntary association affiliated with a labor organization or a labor federation; and (f) e-mails or other communications between a labor organization and its members. Unless a specific exception in the IELRA applies, if a district receives a third party request for any of these six categories of information about an employee, the district must provide the union with a copy of the written request (or written summary of an oral request), as well as a copy of the district's response within five business days of sending the response. If the employee is not in a bargaining unit, then these notices must be given directly to the employee. 115 ILCS 5/3(d). **Note:** It is best practice to maintain union-related documents, such as grievances, separately from an employee's personnel file.

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

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance.[4] The Superintendent shall: [5]

1. Execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to Ill. Dept. of Children and Family Services (DCFS); and
2. Comply with the federal law prohibiting the District from providing a recommendation of employment for an employee, contractor, or agent that District knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law,[6] but the Superintendent or designee may follow routine procedures regarding the transmission of administrative or personnel files for that employee.

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4. *Information* prohibited from being disclosed by the PRRA. 5 ILCS 140/7.5(q). The PRRA prohibits the disclosure of a performance evaluation under FOIA. 820 ILCS 40/11. The treatment of a request for a disciplinary report, letter of reprimand, or other disciplinary action depends on the age and nature of the responsive record. If the responsive record is more than four years old and is not related to an incident or attempted incident of sexual abuse or severe physical abuse, the request must be denied unless the disclosure is permitted by the Act. 5 ILCS 140/7.5(q); 820 ILCS 40/8, amended by P.A. 101-531. If the responsive record is more than four years old and is related to an incident or an attempted incident of sexual abuse or severe physical abuse, the request cannot be denied. 820 ILCS 40/8, amended by P.A. 101-531. If the responsive record is four years old or less (regardless of its nature), the district should provide the record and must notify the employee in written form or through email, if available. 820 ILCS 40/7 and 40/8, amended by P.A. 101-531.

The School Code prohibits the disclosure of school teacher, principal, and superintendent performance evaluations except as otherwise provided in the certified employee evaluation laws. 105 ILCS 5/24A-7.1.

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub.L. 104-191) created national standards to protect individuals' medical records and other personal health information. If a district is a *covered entity* (i.e., offers a self-insured group health plan or flexible spending account), it must establish clear procedures to protect the employee's health information. 45 C.F.R. §164.502. Such districts should consult their attorneys and insurance provider for assistance.

**4** The Employment Record Disclosure Act (745 ILCS 46/10) provides conditional immunity to employers responding to a reference request; it states: "Any employer or authorized employee or agent acting on behalf of an employer who, upon inquiry by a prospective employer, provides truthful written or verbal information, or information that it believes in good faith is truthful, about a current or former employee's job performance is presumed to be acting in good faith and is immune from civil liability for the disclosure and the consequences of the disclosure." This immunity statute does not, however, create an exemption to the requirements in the PRRA. The PRRA requires an employer to give an employee written notice before divulging a "disciplinary report, letter of reprimand, or other disciplinary action to a third party." 820 ILCS 40/7. An employment application may contain a waiver of this notice. Id.

**5** 325 ILCS 5/4(d), amended by P.A. 101-564, requires a superintendent, upon being asked for a reference concerning an employee or former employee, to disclose to the requesting school district the fact that a district employee has made a report involving the conduct of the applicant or caused a report to be made to DCFS. For more information, see 5:150-AP, *Personnel Records*.

Required by the Elementary and Secondary Education Act (ESEA) (20 U.S.C. §7926). On 6-27-2018, the U.S. Dept. of Education issued a *Dear Colleague Letter* stating that school policies must explicitly state this requirement. See the resources portion for the letter at: www2.ed.gov/policy/elsec/leg/essa/index.html.

Consult the board attorney about what "or has probable cause to believe, has engaged in sexual misconduct" means. For guidance, policy 5:90, *Abused and Neglected Child Reporting*, and its f/n 14 analysis define an "alleged incident of sexual abuse" as an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

**6** Consult the board attorney in these situations for help about what the superintendent may or may not say. Questions exist whether the superintendent says nothing, provides a neutral reference, or whether a *recommendation* could mean positive or negative statements.

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

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

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

# General Personnel

## Family and Medical Leave [1]

Leave Description

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

An eligible employee may take FMLA leave for up to a combined total of 12 weeks each 12-month period, beginning September 1 and ending August 31 of the next year. [2]

During a single 12-month period, an eligible employee's FMLA leave entitlement may be extended to a total of 26 weeks of unpaid leave to care for a covered servicemember (defined in the federal rules) with a serious injury or illness. The "single 12-month period" is measured forward from the date the employee's first FMLA leave to care for the covered servicemember begins. [3]

While FMLA leave is normally unpaid, the District will substitute an employee's accrued compensatory time-off and/or paid leave for unpaid FMLA leave, provided such leave is available for use in accordance with Board policies and rules.[4] In addition, all policies and rules regarding the use of paid leave apply when

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**1** State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. This policy implements the very complex Family and Medical Leave Act, 29 U.S.C. §2612, (FMLA) and a school board is urged to have its attorney review it before adoption. A provision in State law expands eligibility for FMLA leave to school district employees who have been employed by the district for at least 12 months and work 1,000 hours (rather than the federal FMLA's 1,250 hours) in the 12-month period immediately preceding the leave, which effectively makes more educational support personnel eligible for the leave. See f/n 9, below. 105 ILCS 5/24-6.4, added by P.A. 102-335.

All public (and private) school employers are covered by the FMLA without regard to their number of employees. 29 C.F.R. §§825.104 and 825.600. To be eligible for FMLA leave, however, an educational employee must be employed at a worksite where at least 50 employees are employed within 75 miles. 29 C.F.R. §825.600.

The U.S. Dept. of Labor (DOL), Wage & Hour Division, has a very helpful website containing forms, compliance guidance, posters, etc. (www.dol.gov/whd/fmla). It also contains a link to the complete FMLA rules, 29 C.F.R. Part 825.

**2** 29 C.F.R. §825.200 lists and explains the four methods boards may choose among for determining a 12-month period in which the 12-week entitlement occurs. While using a school year may be the easiest method to administer, **another method may be more suitable for the district**. Before changing to a different method of calculating the 12-month period, an employer must first give all employees at least 60-days' notice of the intended change; the transition must take place in such a way that the employees retain the full benefit of their leave entitlement under whichever method affords the greatest benefit to the employee. If the district fails to select an option, the one that provides the most beneficial outcome for employees will be used.

**3** 29 C.F.R. §825. Section 585 of the National Defense Authorization Act for FY 2008, Pub. L. 110-181, added two types of family military leave – qualifying exigency leave and servicemember family leave. The latter leave extends the possible FMLA leave to 26 weeks in a *single 12-month period*. For more information, see f/n 6.

**4** This paragraph presents only one of many possible alternatives. The FMLA permits an employee to choose to substitute paid leave for FMLA leave, and an employer to require an employee to substitute paid leave for FMLA leave (29 C.F.R. §825.207). Substitution of paid leave for FMLA purposes means that the unpaid FMLA leave and the paid leave run concurrently. The sample policy, in the interests of clarity and limiting absences, requires this substitution. For boards that do not allow for compensatory time-off and have not adopted policy 5:310, *Compensatory Time-Off*, delete ~~compensatory time-off and/or~~ from this sentence.

In order to substitute paid leave for FMLA, it must be available for use under the employer's normal leave policies. For example, under 105 ILCS 5/24-6 and sample board policies 5:250, *Leaves of Absence*, and 5:330, *Sick Day, Vacation, Holidays, and Leaves*, an employee may only substitute 30 days of sick leave for birth without providing a medical certification, even if the employee has 100 sick days accrued; only 30 of those days are available for use.

paid leave is substituted for unpaid FMLA leave. Any substitution of paid leave for unpaid FMLA leave will count against the employee's FMLA leave entitlement. Use of FMLA leave shall not preclude the use of other applicable unpaid leave that will extend the employee's leave beyond 12 weeks, provided that the use of FMLA leave shall not serve to extend such other unpaid leave. Any full workweek period during which the employee would not have been required to work, including summer break, winter break and spring break, is not counted against the employee's FMLA leave entitlement. **5**

FMLA leave is available in one or more of the following instances: **6**

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

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Once an eligible employee communicates a need to take leave for an FMLA-qualifying reason, a district may not delay designating the leave as FMLA leave, and neither the employee nor a district may decline FMLA protection for that leave, even when a collective bargaining agreement requires or allows for such a delay. Further, when a district requires employees to substitute accrued paid leave for FMLA leave, all the benefits and protections that would otherwise apply during the paid leave (such as accrual of seniority) must continue to apply when substituting for FMLA leave. See *DOL Wage and Hour Division Letter FMLA 2019-3-A* (9-10-19), at:

www.dol.gov/sites/dolgov/files/WHD/legacy/files/2019_09_10_3A_FMLA.pdf. Likewise, an employer may require an employee to substitute accrued comp time against the employee's FMLA leave entitlement. 29 C.F.R. §825.207(f). Sample policy 5:310, *Compensatory Time-Off*, addresses the acquisition and use of comp time. The FMLA rules also describe the interaction between FMLA leave and leave taken pursuant to a disability plan and workers' compensation leave. 29 C.F.R. §825.207(d) and (e).

If employees have not previously been required to substitute accrued paid leave, this requirement's implementation may give rise to a duty to bargain because it affects the mandatory bargaining subject of employee paid leave.

**5** 29 C.F.R. §825.200(h). If a holiday occurs within the week taken as FMLA leave, the week is still counted as a week of FMLA leave. However, if an employee is using FMLA leave in increments of less than one week, the holiday will not count against the employee's FMLA entitlement.

**6** 29 C.F.R. §§825.112 and 825.200. See §§825.120 and 825.121 for birth or placement for adoption or foster care. *Spouse* includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state (29 C.F.R. §§825.102 and 825.122(b)). See also Obergefell v. Hodges, ~~135 S.Ct.2584~~576 U.S. 644 (2015).

Leave for a qualifying exigency (reason number 5) is governed by 29 C.F.R. §§825.122 (definition) and 825.126.

Leave to care for a covered servicemember (reason number 6) is governed by 29 C.F.R. §§825.122 (definition) & 825.127. An eligible employee may take 26 weeks of leave in different ''single 12-month periods'' to care for multiple servicemembers or to care for the same servicemember with a subsequent serious injury or illness. 29 C.F.R. §825.127.

Attorneys disagree whether the Illinois Family Military Leave Act, 820 ILCS 151/, applies to schools because its definition of *employer* does not specify school districts. A covered employer must allow a spouse, parent, child, or grandparent of a person called to military service to take an unpaid leave of 15 or 30 days, depending on the number of individuals employed by the employer. Id. at 151/10(a)-(b). The length of leave provided to an employee under State law because his or her spouse or child is called to military service is reduced by the number of days of leave provided under 29 U.S.C. §2612(a)(1)(E) because of any qualifying exigency arising out of the fact that the employee's spouse or child is on covered active duty (or has been notified of an impending call or order to covered active duty) in the Armed Forces. 820 ILCS 151/10(b).

If spouses are employed by the District, they may together take only 12-weeks for FMLA leaves when the reason for the leave is 1 or 2, above, or to care for a parent with a serious health condition, or a combined total of 26 weeks for item 6 above. [7]

An employee may be permitted to work on an intermittent or reduced-leave schedule in accordance with federal rules. [8]

Eligibility [9]

To be eligible for FMLA leave, an employee must be employed at a worksite where at least 50 employees are employed within 75 miles. In addition, one of the following provisions must describe the employee:

1. The employee has been employed by the District for at least 12 months and has been employed for at least 1,000~~250~~ hours of service during the 12-month period immediately before the beginning of the leave. The 12 months an employee must have been employed by the District need not be consecutive. However, the District will not consider any period of previous employment that occurred more than seven years before the date of the most recent hiring, except when the service break is due to fulfillment of a covered service obligation under the employee's Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 U.S.C. 4301, et seq., or when a written agreement exists concerning the District's intention to rehire the employee.
2. The employee is a full-time classroom teacher.

Requesting Leave [10]

If the need for the FMLA leave is foreseeable, an employee must provide the Superintendent or designee with at least 30 days' advance notice before the leave is to begin. If 30 days' advance notice is not practicable, the notice must be given as soon as practicable. The employee shall make a reasonable effort to schedule a planned medical treatment so as not to disrupt the District's operations, subject to the approval of the health care provider administering the treatment. The employee shall provide at least verbal notice sufficient to make the

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**7** 29 C.F.R. §§825.120(a)(3) (birth) and 825.121(a)(3) (adoption and foster care).

**8** 29 C.F.R. §§825.121(b), 825.202 - 825.205 and 825.601.

**9** 29 C.F.R. §§825.110, 825.111, and 825.600; 105 ILCS 5/24-6.4, added by P.A. 102-335. **The default policy language exceeds federal and State law requirements because it provides immediate eligibility to full-time classroom teachers.** A board may substitute the following to deny eligibility to classroom teachers who have not worked 12 months for the district, but it should first analyze collective bargaining consequences and seek its board attorney's advice:

> To be eligible for FMLA leave, both of the following provisions must describe the employee:
>
> 1. The employee is employed at a worksite where at least 50 employees are employed within 75 miles; and
> 2. The employee has been employed by the District for at least 12 months and has been employed for at least 1,000~~250~~ hours of service during the 12-month period immediately before the beginning of the leave. The 12 months an employee must have been employed by the District need not be consecutive. However, the District will not consider any period of previous employment that occurred more than 7 years before the date of the most recent hiring, except when the service break is due to fulfillment of a covered service obligation under the employee's Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 U.S.C. 4301, et seq., or when a written agreement exists concerning the District's intention to rehire the employee.

A service break due to fulfillment of covered service obligation is found in the *Glossary of Terms Used in FMLA* available at: webapps.dol.gov/elaws/whd/fmla/3.aspx?Glossary_Word=ELIGIBLE.

An employee's eligibility requires analysis of the information available in each case using the guidance in §825.110. Any week during which an employee is maintained on the payroll, even if the employee does not work that week, is counted toward the 12-months' service requirement. Id. at 825.110(b)(3).

**10** 29 C.F.R. §§825.302-825.304 require an employee to notify the employer of the need for leave and to generally schedule leave for planned medical treatments in a way that the absences do not unduly disrupt the employer's operations. The policy's notice provisions are the shortest time frame allowable. 29 C.F.R. §825.302. The employee need not expressly request a leave under the FMLA. An employer may require that employees follow its usual and customary notice and procedural requirements for requesting leave.

Superintendent or designee aware that he or she needs FMLA leave, and the anticipated timing and duration of the leave. Failure to give the required notice for a foreseeable leave may result in a delay in granting the requested leave until at least 30 days after the date the employee provides notice.

Certification [11]

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

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

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

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

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

Continuation of Health Benefits [12]

During FMLA leave, employees are entitled to continuation of health benefits that would have been provided if they were working. Any share of health plan premiums being paid by the employee before

**11** Requests for medical certification, 2nd and 3rd opinions, and recertification are governed by 29 C.F.R. §§825.305-825.310. The appropriate certification forms are available at www.dol.gov/agencies/whd/fmla/forms. ~~www.dol.gov/WHD/fmla/.~~ Districts must inform the employee of the medical certification requirement and of the consequences for failing to provide it.

**12** Required by 29 C.F.R. §825.209. The same health benefits means, for example, that if family member coverage is provided to an employee, family member coverage must be maintained during FMLA leave. If an employer provides a new health plan or benefits or changes health benefits or plans while an employee is on FMLA leave, the employee is entitled to the new or changed plan or benefits to the same extent as if the employee were not on leave. *Health benefits* do not include individual policies paid exclusively by the employee. Districts must provide an advance written description of how premium payments must be made. 29 C.F.R. §825.210. See f/n 1, above. Consult the board attorney about whether any existing collective bargaining agreements alter a district's obligation to continue health benefits even after exhaustion of FMLA.

taking the leave, must continue to be paid by the employee during the FMLA leave. A District's obligation to maintain health insurance coverage ceases if an employee's premium payment is more than 30 days late and the District notifies the employee at least 15 days before coverage will cease.

Changed Circumstances and Intent to Return [13]

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

Return to Work

If returning from FMLA leave occasioned by the employee's own serious health condition, the employee is required to obtain and present certification from the employee's health care provider that he or she is able to resume work. [14]

An employee returning from FMLA leave will be given an equivalent position to his or her position before the leave, subject to: (1) permissible limitations the District may impose as provided in the FMLA or implementing regulations, and (2) the District's reassignment policies and practices. [15]

Classroom teachers may be required to wait to return to work until the next semester in certain situations as provided by the FMLA regulations. [16]

Implementation

The Superintendent or designee shall ensure that: (1) all required notices and responses to leave requests are provided to employees in accordance with the FMLA;[17] and (2) this policy is implemented in accordance with the FMLA. In the event of a conflict between the policy and the FMLA or its regulations, the latter shall control. The terms used in this policy shall be defined as in the FMLA regulations. [18]

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If coverage lapses because an employee has not made required premium payments, the employer must still restore the employee to coverage and benefits when the employee returns from leave. 29 C.F.R. §825.212. 29 C.F.R. §825.213 governs how districts may recover premium payments if the employee fails to return to work after the leave entitlement is exhausted or expires. The board attorney must be consulted for the appropriate premium recovery method.

**13** This section is optional but allowed by 29 C.F.R. §825.311. Either or both sentences may be changed or omitted, provided the policy is applied uniformly.

**14** Requiring *fitness for duty* certification is optional but allowed by 29 C.F.R. §825.312. This sentence may be deleted or changed in accordance with the rule.

**15** 29 C.F.R. §§825.214 - 825.216 & 825.604. An equivalent position must have the same pay (including any unconditional pay increases), benefits, and working conditions and involve the same or substantially similar duties. 29 C.F.R. §825.215. Determining how an employee will be restored to an *equivalent position* is made on the basis of "established policies and practices" and collective bargaining agreements. 29 C.F.R. §825.604.

**16** Optional but allowed by 29 C.F.R. §825.602.

**17** School districts must provide employees a general notice explaining the FMLA and the process for filing complaints. 29 C.F.R. §825.300(a). This notice must also be provided to FMLA-covered employees; distribution may be accomplished electronically. A poster is available at www.dol.gov/WHD/fmla, The Family and Medical Leave Act Poster.

When an employee requests FMLA leave or when the employer acquires knowledge that an employee's leave may be for a FMLA-qualifying reason, the employer must provide the employee with a notice of eligibility (within five business days absent extenuating circumstances). 29 C.F.R. §825.300(b). At the same time, the employer must provide the employee with a notice of rights and responsibilities. 29 C.F.R. §825.300(c). Finally, the employer must notify the employee whether it has designated the leave as FMLA-qualifying. 29 C.F.R. §825.300(d). The federal rules contain specific requirements for each of these notices. Fortunately, a prototype for each of these required notices is available at www.dol.gov/WHD/fmla (*WH-381 Notice of Eligibility and Rights & Responsibilities* and *WH-382 Designation Notice*). Willfully failing to provide the notices can subject an employer to a monetary penalty.

**18** 29 C.F.R. §825.102.

LEGAL REF.: ~~Family and Medical Leave Act~~ 29 U.S.C. §2601 et seq., Family and Medical Leave Act; 29 C.F.R. Part 825.
105 ILCS 5/24-6.4.

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

# Professional Personnel

## Terms and Conditions of Employment and Dismissal [1]

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff. [2]

School Year

Teachers shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days.[3] Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans Day). [4]

School Day

Teachers are required to work the school day adopted by the Board.[5] Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer. [6]

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**1** State or federal law controls this policy's content. This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. The local collective bargaining agreement may contain provisions that exceed these requirements. In such cases, the board policy should be amended to state, "Please refer to the applicable collective bargaining agreement."

Evaluation, tenure, and dismissals changed significantly from 2013 to 2016 as P.A.s 96-861, 97-8, and 98-513 were implemented. These public acts are referred to as *Education Reform* or *Education Reform Acts*.

**2** This paragraph is consistent with the IASB's *Foundational Principles of Effective Governance*, at: www.iasb.com/IASB/media/Documents/found_prin.pdf. Boards have three options for using this paragraph: (1) use it as an introduction to the policy; (2) use it alone leaving the specific other topics for administrative implementation; or (3) do not use it.

**3** 105 ILCS 5/10-19, amended by P.A.s 101-12 and 101-643. See 6:20, *School Year Calendar and Day*.

**4** 105 ILCS 5/24-2(b). See 5:330, *Sick Days, Vacation, Holidays, and Leaves,* for a holiday listing as well as a discussion of the case finding the State-mandated school holiday on Good Friday unconstitutional. 105 ILCS 5/24-2, amended by P.A.s 101-642, 102-14, 102-15, and 102-334 prohibits districts from making a deduction "from the time or compensation of a school employee on account of any legal or special holiday."

10 ILCS 5/2B-10, added by P.A. 101-642, 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and scheduled to be repealed on 1-1-23, and 105 ILCS 5/24-2(e), amended by P.A.s 101-642 and 102-15, designated 2020 Election Day on 11-3-2020 and 2022 Election Day on 11-8-22 as legal school holidays for purposes of 105 ILCS 5/24-2. ~~. It requires all government offices, with the exception of election authorities, to be closed unless authorized to be used as a location for Election Day services or as a polling place~~ 10 ILCS 5/2B-10, added by P.A. 101-642, and 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and scheduled to be repealed on 1-1-23, requires any school closed on 2020 or 2022 Election Day to make itself available to an election authority as a polling place on those days. ~~s for 2020 General Election Day and comply with all safety and health practices established by the Ill. Department of Public Health (IDPH).~~

No waiver exists for 2022 Election Day. 105 ILCS 5/24-24(b) and (e), amended by P.A.s 101-642 and 102-15.

**5** A school day is required to consist of a minimum of five clock hours under the direct supervision of a teacher or non-teaching personnel or volunteer personnel that provides non-teaching or supervisory duties as specified in 105 ILCS 5/10-22.34(a) in order to qualify as a full day of attendance. 105 ILCS 5/10-19.05(a) and (j-5), added by P.A. 101-12 and amended by P.A. 101-643. See www.isbe.net/school-calendar for ISBE's instructional day changes notice regarding this law. See 105 ILCS 5/10-19.05, added by P.A. 101-12 and amended by P.A. 101-643, for additional exceptions to the attendance calculation.

**6** 105 ILCS 5/24-9.

The District accommodates employees who are nursing mothers according to provisions in State and federal law. [7]

Salary

Teachers shall be paid according to the salaries fixed by the Board, but in no case less than the minimum salary provided by the School Code.[8] Teachers shall be paid at least monthly on a 10- or 12-month basis. [9]

Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments.[10] In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a. [11]

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**7** 740 ILCS 137/; 820 ILCS 260/. Ill. law requires more of employers than federal law. Consult the board attorney to ensure the district is properly accommodating nursing mothers. See 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

**8** 105 ILCS 5/10-20.7, 5/10-21.1, 5/24-1, and 5/24-8, amended by P.A. 101-443 (minimum salary). Salaries are a mandatory subject of collective bargaining. 115 ILCS 5/10. Annually, by Oct. 1, each district must: (1) during an open school board meeting, report salary and benefits information for the superintendent, administrators, and teachers; (2) publish that information on the district's website, if any; and (3) provide this information to ISBE. 105 ILCS 5/10-20.47. According to a Public Access Counselor (PAC) *Informal Mediation* letter interpreting 5 ILCS 120/7.3, an IMRF employer must post on its website the names of employees having a total compensation package that exceeds $75,000 per year. 2012 PAC 19808 (Informal Mediation by the Ill. Attorney General's Public Access Counselor (PAC)); see PAC Annual Report for 2012 at www.foia.ilattorneygeneral.net/pdf/Public_Access_Counselor_Annual_Report_2012.pdf).

**9** 105 ILCS 5/24-21.

**10** Districts are required to have a policy on the distribution of the listed assignments. 23 Ill.Admin.Code §1.420(d).

Absent an individual or collective bargaining agreement, the board has unilateral discretion to assign or retain a teacher to or in an extracurricular duty. Betebenner v. Bd. of Educ., 336 Ill.App. 448 (4th Dist. 1949); Dist. 300 Educ. Assoc. v. Bd. of Educ., 31 Ill.App.3d 550 (2nd Dist. 1975); Lewis v. Bd. of Educ., 181 Ill.App.3d 689 (5th Dist. 1989).

**11** Optional. This subhead provides information to district employees and the community that 105 ILCS 5/14-1.09a prohibits school social workers from moonlighting by providing services to students attending the districts in which they are employed. Delete "~~5/10-20.65, 5/14-1.09a,~~" from the Legal References if the board deletes this subhead.

Dismissal

The District will follow State law when dismissing a teacher. **12**

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law. **13**

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

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**12** All dismissal laws in the chart below were amended by the *Education Reform Acts*. 105 ILCS 5/24A-5.5, added by P.A. 101-591, requires districts to develop and implement a local appeals process for unsatisfactory ratings issued to teachers under 105 ILCS 5/24A-5, amended by P.A.s 101-643 and 102-252. Districts must: (1) develop the process in cooperation with the bargaining unit or teachers, if applicable, and (2) include an assessment of the original rating by a panel of qualified evaluators agreed to by the PERA joint committee (105 ILCS 5/24A-4(b)).

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|---|---|
| **Non-tenure Teacher Discharge** | 105 ILCS 5/24-11, amended by P.A.s 101-643 and 102-552 |
| **Tenured and Non-tenure Teachers** Reduction in Force | 105 ILCS 5/24-12(b), amended by P.A. 101-643, and (c) |
| **Tenured Teacher Discharge** Where Cause Remediable | 105 ILCS 5/24-12(d) (prior reasonable warning required)<br>105 ILCS 5/24-12(d) (procedural mandates)<br>105 ILCS 5/10-22.4 (general authority) |
| **Tenured Teacher Discharge** Where Cause Irremediable | 105 ILCS 5/24-12(d) (no prior warning required)<br>105 ILCS 5/24-12(d) (procedural mandates)<br>105 ILCS 5/10-22.4 (general authority) |
| **Tenured Teacher Discharge** Failure to complete remediation plan with a rating of *Proficient or Excellent* | 105 ILCS 5/24A-5(m) (participation in remediation plan after unsatisfactory evaluation)<br>105 ILCS 5/24-12(d)(1), amended by P.A. 101-643 (no prior warning required if cause(s) were subject of remediation plan)<br>105 ILCS 5/24-12(d) (procedural mandates)<br>105 ILCS 5/10-22.4 (general authority) |
| **Tenured Teacher Discharge - Optional Alternative Evaluative Dismissal Process for PERA Evaluation** Failure to complete remediation plan with a *Proficient* or better rating 105 ILCS 5/24A-2.5 | 105 ILCS 5/24-16.5(d) (provide written notice)<br>105 ILCS 5/24-16.5 (pre-remediation and remediation procedural mandates)<br>105 ILCS 5/24-16.5(e) and (f) (school board makes final decision with only PERA-trained board members participating in vote) |
| **Tenured Teacher Discharge** *Unsatisfactory* PERA evaluation within 36 months of completing a remediation plan 105 ILCS 5/24A-2.5 | 105 ILCS 5/24A-5(n), amended by P.A. 102-252 (forego remediation and proceed to dismissal)<br>105 ILCS 5/24-12(d) (procedural mandates)<br>105 ILCS 5/10-22.4 (general authority) |
| **Educational Support Personnel Employees** (non-licensed) | 105 ILCS 5/10-23.5, amended by PA. 101-46 |
| **Probationary Teacher** (non-tenure teacher) | 105 ILCS 5/24-11, amended by P.A. 101-643 |

Various components of a RIF (e.g., impact and decision to RIF) and an evaluation plan (e.g., development, implementation, and impact) may be subject to mandatory collective bargaining. Central City Educ. Assoc. v. IELRB, 149 Ill.2d 496 (Ill. 1992).

Teacher RIF procedures were changed by 105 ILCS 5/24-12, amended by P.A. 101-643. See *PERA Overview for School Board Members*, question 13, "What is the process for selecting teachers for a reduction in force/layoff (RIF)" at: www.iasb.com/law/PERAoverview.pdf.

According to a binding opinion from the Ill. Public Access Counselor, a board must identify an employee by name in a motion to dismiss him or her. PAO 13-16. As this may be a significant change in practice with possible other legal consequences, a board should consult with the board attorney on this issue before dismissing an employee.

**13** 105 ILCS 5/24A-5, amended by P.A. 102-252. Teacher evaluation plans are covered in *PERA Overview for School Board Members* at: www.iasb.com/law/PERAoverview.pdf.

LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.
820 ILCS 260/, Nursing Mothers in the Workplace Act.
23 Ill.Admin.Code Parts 50 (Evaluation of Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).
Cleveland Bd. of Educ. v. Loudermill, 470 U.S. 532 (1985).

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

# Professional Personnel

## Substitute Teachers [1]

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

A substitute teacher must hold either a valid teaching or substitute license or short-term substitute license and may teach in the place of a licensed teacher who is under contract with the Board.[2] There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows: [3]

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License[4] or Educator License with Stipulations[5] may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.
3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days. [6]

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2023~~1~~a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists. [7]

The School Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits. [8]

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**1** State law controls this policy's content. Policy 5:30, *Hiring Process and Criteria*, contains the requirements for pre-employment investigations, e.g., a fingerprint based criminal history records check. See also 5:30-AP2, *Investigations*. Each board may require new substitute teacher employees to furnish evidence of physical fitness to perform duties assigned and must require new substitute teacher employees to furnish evidence of freedom from communicable disease. 105 ILCS 5/24-5(b-5~~). Added by P.A. 100-855~~ Evidence may consist of a physical examination, which must be performed within 90 days before the time it is presented to the board, and the substitute teacher bears the cost of the physical examination. Id. A new or existing substitute teacher may also be subject to additional health examinations as required by the Ill. Dept. of Public Health or by order of a local public health official. Id.

**2** 23 Ill.Admin.Code §1.790(a)(2), requires that any individual who serves as a substitute teacher for driver's education be endorsed for driver's education pursuant to 23 Ill.Admin.Code §25.100(k). 23 Ill.Admin.Code §25.100(k) has been renumbered as 23 Ill.Admin.Code §25.100(h), however §1.790(a)(2) still cites to §25.100(k).

**3** Substitute teaching licenses are governed by 105 ILCS 5/21B-20(3); ), ~~amended by P.A. 100-596~~ 23 Ill.Admin.Code §§1.790 and 25.520.

**4** Professional educator licenses are governed by 105 ILCS 5/21B-20(1) and 23 Ill.Admin.Code Part 25.

**5** Educator licenses with stipulations are governed by 105 ILCS 5/21B-20(2), amended by P.A. 101-594~~100-596~~, and 23 Ill.Admin.Code Part 25. 105 ILCS 5/21B-20(2)(E) ~~amended by P.A. 100-13~~ permits an individual who holds a valid career and technical educator endorsement on an Educator License with Stipulations but who does not hold a bachelor's degree to substitute teach in career and technical education classrooms. Similarly, 105 ILCS 5/21B-20(2)(F) , ~~amended by P.A. 100-13~~, permits an individual who holds a provisional or part-time provisional career and technical educator endorsement on an Educator License with Stipulations but who does not hold a bachelor's degree to substitute teach in career and technical education classrooms.

**6** 105 ILCS 5/21B-20(4) ~~added by P.A. 100-596.~~ Districts may not hire a short-term substitute teacher for teacher absences lasting six or more days. Id.

**7** 40 ILCS 5/16-118, amended by P.A.s ~~100-596 and~~ 101-645 (specifying permissible paid days and hours for TRS annuitants) and 102-537, and 16-150.1, amended by P.A.s 101-49 and 102-440 (TRS annuitants may return to teaching in a subject shortage area until 6-30-2~~41~~). Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

**8** If a board provides substitute teachers other benefits, it may consider listing them here.

Short-Term Substitute Teachers [9]

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program.[10] Short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board. [11]

Emergency Situations [12]

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

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

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

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**9** 105 ILCS 5/21B-20(4) ~~added by P.A. 100-596~~,governs Short-Term Substitute Teaching Licenses, which may be issued from 7-1-18 until 6-30-23. Short-Term Substitute Teaching Licenses are not eligible for endorsements. Id. Applicants for a Short-Term Substitute Teaching License must hold an associate's degree or have completed at least 60 credit hours from a regionally accredited institution of higher education. Individuals who have had their Professional Educator License or Educator License with Stipulations suspended or revoked are not eligible to be short-term substitutes. Id. Short-term substitutes may not be hired for teacher absences lasting six or more days. Id. 105 ILCS 5/21B-20(4) repeals on 7-1-23.

**10** 105 ILCS 5/10-20.67 ~~78,~~ ~~added by P.A. 100-596~~ requires boards to conduct this training. This requirement provides an opportunity for each board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Each board may then want to have a conversation with the superintendent and direct him or her to develop a curriculum for a short-term substitute teacher training program that provides individuals who hold a Short-Term Substitute Teaching License with information on curriculum, classroom management techniques, school safety, and district and building operations. See also 5:220-AP, *Substitute Teachers*, and f/n 3 in 5:220-AP. These expectations will be most effective when they reflect local conditions and circumstances. Training and curriculum for a short-term substitute teacher training program may be subjects of mandatory collective bargaining, therefore consulting with the board attorney should be a part of this process. A district would commit an unfair labor practice by implementing new programs for staff without first offering to negotiate them with the applicable exclusive bargaining representative.

School boards may choose to also offer this training program to individuals who hold a Substitute Teaching License and/or substitute teachers holding a Professional Educator License. This provision repeals on 7-1-23.

**11** See f/n 6.

**12** 105 ILCS 5/21B-20(3). An *emergency situation* is defined as one where an unforeseen vacancy has occurred and (i) a teacher is unable to fulfill his or her contractual duties, or (ii) the district's teacher capacity needs exceed previous indications and the district is actively engaged in advertising to hire a fully licensed teacher for the vacant position. Id.

Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

# Professional Personnel

## Leaves of Absence [1]

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

### Sick and Bereavement Leave [2]

Each full-time professional staff member is granted 10 days sick leave each school year at full pay. Unused days are allowed to accumulate to 180 days. Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, placement for adoption, or the acceptance of a child in need of foster care.

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

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**1** State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

This policy is consistent with the minimum requirements of State law. The local collective bargaining agreement may contain provisions that exceed these requirements. The introductory paragraph recognizes that an applicable collective bargaining agreement or individual employment contract will supersede a conflicting provision of the policy. It also provides policy coverage for those professional personnel who are not included in a bargaining unit or have employment contracts with conflicting provisions. Alternatively, if the policy's subject matter is superseded by a bargaining agreement, the board policy may state, "Please refer to the applicable collective bargaining agreement(s)."

Districts must coordinate leaves provided by State law and the local bargaining agreement with the leave granted by the Family and Medical Leave Act (FMLA) (29 U.S.C. §2612), amended by Sec. 565 of the National Defense Authorization Act for Fiscal Year 2010 (Pub. L. 111-84). The FMLA grants eligible employees 12 weeks unpaid leave each year for: (1) the birth and first-year care of a child; (2) the adoption or foster placement of a child; (3) the serious health condition of an employee's spouse, parent, or child; (4) the employee's own serious health condition; (5) the existence of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is on *covered active duty*; and (6) to care for the employee's spouse, child, parent, or next of kin who is a covered servicemember with a serious injury or illness. Districts are permitted to count paid leave (granted by State law or board policy) taken for an FMLA purpose against an employee's FMLA entitlement. 29 C.F.R. §825.207. See policy 5:185, *Family and Medical Leave*.

A plethora of State laws grant leaves to employees of the State and municipalities but are not applicable to school districts, including the Employee Blood Donation Leave Act (820 ILCS 149/), Local Government Disaster Service Volunteer Act (50 ILCS 122/), Organ Donor Leave Act (5 ILCS 327/), and Civil Air Patrol Leave Act (820 ILCS 148/).

**2** The provisions in this section are required by 105 ILCS 5/24-6, amended by P.A. 102-275. Each specified number of days in this section is the statutory minimum. Before adopting this policy or applying its provisions, the district should examine any applicable bargaining agreements.

Consult the board attorney about the Employee Sick Leave Act (ESLA). 820 ILCS 191/, amended by P.A. 102-4. It prohibits employers from limiting the use of sick time to an employee's own illnesses and allows employees to use employer-provided sick leave ~~to care for~~ due to illness, injury, medical appointment or *personal care* of a *covered family member*. d ~~family member or to attend a medical appointment with a family member.~~ Id. at 191/10(a), amended by P.A. 102-4. *Personal care* means: (1) activities to ensure a covered family member's basic medical, hygiene, nutritional, or safety needs are met, or to provide transportation to medical appointments, for a covered family member unable to meet those needs himself or herself; and (2) being physically present to provide emotional support to a covered family member with a serious health condition who is receiving inpatient or home care. Id. at 191/5, amended by P.A. 102-4. The ~~law~~ ESLA defines *covered family members* as an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother- or father-in-law, grandchild, grandparent, or stepparent. Id.at ~~191/10(b~~) Leave may be taken under the same terms for which the employee would be permitted to take leave for his or her own illness or injury.

requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification. [3]

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway. [4]

Child Bereavement Leave [5]

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

The leave must be completed within 60 days after the date on which the employee received notice of the death of his or her child. However, in the event of the death of more than one child in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the Child Bereavement Leave Act. This policy does not create any right for an employee to take child bereavement leave that is inconsistent with the Child Bereavement Leave Act.

Sabbatical Leave [6]

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

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**3** 105 ILCS 5/24-6, amended by P.A. 102-275, overturned the Illinois Supreme Court's decision in Dynak v. Bd. of Educ. of Wood Dale Sch. Dist. 7, 164 N.E.3d 1226 (Ill. 2020) (finding that a teacher was not entitled to use 30 days of sick leave for birth consecutively before and after an intervening summer break). It is unclear from the language of the statute if an employee can be prohibited from *intermittent* use of 30 working sick days for birth, e.g., such as taking leave once a week. Consult the board attorney for guidance on this issue.

**4** 105 ILCS 5/24-6, amended by P.A. 102-275.

**5** Child Bereavement Leave Act, 820 ILCS 154/; 56 Ill.Admin.Code Part 252. These paragraphs discuss child bereavement leave. 820 ILCS 154/5, defines an *eligible employee* under the same terms as an employee under FMLA (29 U.S.C. 2601 et seq.). See f/n 1 above.

The Act also provides that the leave must be completed within 60 days of the employee learning of the death of his or her *child*, as defined by 820 ILCS 154/5. However, that 60 day limitation does not apply where more than one child dies in a 12-month period. There may be times where an employer may want to grant more than 10 unpaid work days, e.g., when a deceased child lived in a foreign country, etc. Consult the board attorney to resolve the complexities of determining whether an employee is an eligible employee under the FMLA that would trigger this Act.

**6** State law provides guidelines for sabbatical leaves but does not require boards to offer them. 105 ILCS 5/24-6.1.

Personal Leave [7]

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

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

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

Leave of Absence Without Pay [8]

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

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

Leave to Serve as an Election Judge [9]

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

Child-Rearing Leave [10]

The Board shall grant a professional staff member's request for a non-paid, child-rearing leave, not to exceed the balance of the school year plus one additional school year (but in no event shall such leave

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**7** State law does not address personal leave. It is not uncommon for professional staff to be granted more than one day of personal leave a year.

**8** State law does not address leaves of absence without pay other than stating that a mutually agreed leave will not affect a teacher's contractual continued service. 105 ILCS 5/24-13.

**9** This paragraph restates 10 ILCS 5/13-2.5. The statute does not state whether the notice requirement is *calendar* days or *business* days. Support for it being *calendar* days is found in 10 ILCS 5/1-6; support for it being *business* days is found in 10 ILCS 5/1-3.

Rather than duplicate the statute's requirements in separate policies, policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, grants the leave to support personnel on the terms applicable to professional staff.

**10** The School Code does not address child-rearing. FMLA grants eligible employees a combined total of 12 weeks each year, with exceptions for teachers at the end of the school year, for, among other things, a child's: (1) birth and first-year care, and (2) adoption or foster placement (see policy 5:185, *Family and Medical Leave*). Districts not covered by the FMLA must treat a request for child-care leave to care for an adopted infant on terms comparable to those given biological mothers. McWright v. Alexander, 982 F.2d 222 (7th Cir. 1992).

exceed three semesters), provided the request complies with this policy. Nothing in this section shall prohibit a professional staff member from using paid sick days as provided in this policy. [11]

A teacher should request, if possible, a child-rearing leave by notifying the Superintendent in writing no later than 90 days before the requested leave's beginning date.[12] The request should include the proposed leave dates. The leave shall end before a new school year begins or before the first day of school after winter recess. [13]

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

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

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Leaves for Service in the Military [14]

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

General Assembly Leave [15]

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

Leave for Employment in Department of Defense [16]

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

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the teacher's child, if the conference or meeting cannot be scheduled during non-work hours.[17] Professional staff members must first use all accrued vacation leave, personal leave,

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**11** Districts offering a child-rearing or maternity leave must be very careful not to violate anti-discrimination laws. Districts can prohibit pregnant teachers from combining paid disability leave with an unpaid maternity leave, provided that non-pregnant teachers are likewise prohibited from combining a paid disability leave with an unpaid general leave of absence. Maganuco v. Leyden Comm. High Sch. Dist. 212, 939 F.2d 440 (7th Cir. 1991); U.S. v. Consol. High Sch. Dist. 230, 983 F.2d 790 (7th Cir. 1993); E.E.O.C. v. Elgin Teachers' Ass'n., 780 F.Supp. 1195 (N.D.Ill. 1991). A sick leave bank exclusion of maternity benefits violates Title VII. U.S. v. Consol. High Sch. Dist. 230, supra.

**12** The length of the notice - here 90 days - is *not* covered by State or federal law. If an employee fails to provide this notice, the employee still has the right to request a family and medical leave which has a much shorter notice requirement (see policy 5:185, *Family and Medical Leave*), and could be followed by a child-rearing leave.

**13** For a high school, omit "the first day of school after winter recess" and insert "at the semester break." Alternatively, the board may want to be more flexible by stating:

Every effort shall be made to have the leave minimally interrupt instructional continuity by ending . . .

**14** Required by the School Code (105 ILCS 5/10-20.7b, 5/24-13, and 5/24-13.1); the Service Member Employment and Reemployment Rights Act (330 ILCS 61/, ~~added by P.A. 100-1101,~~ s streamlining several job-related protection laws into one statute, mandating leave for *active service*, and requiring the public employer to make up the difference between military pay and regular compensation); and the Uniformed Services Employment and Reemployment Rights Act (38 U.S.C. §4301 et seq.).

**15** Required by 105 ILCS 5/24-13.

**16** State law provides guidelines for Dept. of Defense leaves but does not require boards to offer them. 105 ILCS 5/24-13.1.

**17** 820 ILCS 147/15, amended by P.A. 101-486. , ~~eff. 8-1-20~~

compensatory leave, and any other leave that may be granted to the professional staff member, except sick, and disability leave. [18]

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act. [19]

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence [20]

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

The Victims' Economic Security and Safety Act governs the purpose, requirements, scheduling, and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period.[21] Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601 et seq.). [22]

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

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations,[23] (2) twenty days of paid

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**18** Id. The school visitation leave entitlement applies to both professional and educational support personnel. Rather than duplicate its requirements in separate policies, policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, grants the leave on the same terms applicable to professional staff.

**19** 820 ILCS 147/. Parents of children with *serious health conditions* may also be eligible to use FMLA leave for individualized education program (IEP) meetings. See U.S. Dept. of Labor *Wage and Hour Division Opinion Letter*, FMLA 2019-2-A (8-8-19), available : ~~www.dol.gov/whd/opinion/search/index.htm?FMLAat~~: www.dol.gov/agencies/whd/opinion-letters/search?FMLA.

**20** Required by the Victims' Economic Security and Safety Act, (VESSA) (820 ILCS 180/, amended by P.A.s 101-221 and 102-487 and 56 Ill.Admin.Code §280). *Gender violence* means: (1) one or more acts of violence or aggression that is a criminal offense under State law committed, at least in part, on the basis of a person's actual or perceived sex or gender, (2) a physical intrusion or invasion of a sexual nature under coercive conditions that is a criminal offense under State law, or (3) a threat to commit one of these acts. 820 ILCS 180/10(12.5), added by P.A. 101-221. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence), or similar provisions of the Criminal Code of 1961. 820 ILCS 180/10(2.5), added by P.A. 102-487. *Sexual violence* is not specifically defined in VESSA. While the law applies to all school districts (820 ILCS 180/10(10)), the number of employees determines the number of total workweeks of leave available during any 12-month period (820 ILCS 180/20(a)(2)). The term *employee* includes part-time workers. The Ill. Dept. of Labor must furnish to all employers a notice summarizing the law's requirements (*Your Rights Under Illinois Employment Laws* at: www2.illinois.gov/idol/Documents/flsposter.pdf#search=Your%20Rights%20Under%20Illinois%20Employment%20Laws. All districts must post this notice in a conspicuous place where notices to employees are customarily posted.

**21** If the district employs fewer than 50 employees, it may substitute the following sentence: "Accordingly, if the District employs at least 15 but not more than 49 employees, an employee is entitled to a total of eight work weeks of unpaid leave during any 12-month period." 820 ILCS 180/20(a)(2).

If the district employs at least one but not more than 14 employees, it may substitute the following sentence: "Accordingly, if the District employs at least one but not more than 14 employees, an employee is entitled to a total four (4) work weeks of leave during any 12-month period." 820 ILCS 180/20(a)(2).

**22** VESSA states that an employee does not have a right to take unpaid leave that exceeds the unpaid leave time allowed under the FMLA. 820 ILCS 180/20(a)(2). Section 25 creates an ambiguity by stating, "[t]he employer may not require the employee to substitute available paid or unpaid leave for [leave available to victims of domestic violence, sexual violence, or gender violence]," 820 ILCS 180/25, amended by P.A.s 101-221 and 102-487, ~~eff. 1-1-20.~~ Contact the board attorney for advice resolving this ambiguity.

**23** Required by 105 ILCS 5/24-13.

leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3,[24] and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2. [25]

LEGAL REF.: 10 ILCS 5/13-2.5.
105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

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

**24** Required by 105 ILCS 5/24-6.3. See policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, for the leave for an elected trustee for the Ill. Municipal Retirement Fund.

**25** Required by 105 ILCS 5/24-6.2.

# Instruction

## School Accountability [1]

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work.[2] To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared *State Goals for Learning* with accompanying *Illinois Learning Standards*. [3]

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

Quality Assurance

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

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement. [4]
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE. [5]
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation. [6]
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law. [7]

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**1** State or federal law controls this policy's content.

**2** 105 ILCS 5/27-1.

**3** 23 Ill.Admin.Code §1, Appendix D.

**4** 105 ILCS 5/2-3.25 - 2-3.25b ~~amended by P.A. 100-1046~~; 23 Ill.Admin.Code §§1.10(a) and 1.20.

**5** 105 ILCS 5/2-3.25a ~~amended by P.A.s 99-193, 99-657, and 100-1046~~;5/2-3.64a-5, amended by P.A.~~s 100-1046~~ and 101-643. First, the General Assembly ~~105 ILCS 5/2-3.25a, amended by P.A. 99-193~~, significantly revised the system of standards for school districts and schools. Next, it ~~105 ILCS 5/2-3.25a, amended by P.A. 99-657~~ delayed certain implementation dates by one school year. Then, it ~~105 ILCS 5/2-3.25a, amended by P.A. 100-1046,~~ further revised the system of standards for school districts and schools. Annual state assessments required by 105 ILCS 5/2-3.64a-5(c), amended by P.A~~.s 100-1046 and~~ 101-643, are not required if ISBE receives a waiver from the administration of assessments from the U.S. Dept. of Education. 105 ILCS 5/2-3.64a-5(c), as amended by P.A. 101-643. ISBE must establish recognition standards for student performance and school improvement for all districts and their individual schools, and ~~ISBE must~~ outline accountability measures in its State plan that it submits to the U.S. Dept. of Education under the Every Student Succeeds Act (ESSA) (Pub. L. 114-95). If ESSA ceases to require a state plan, then ISBE must develop a written plan in consultation with the Ill. Balanced Accountability Measure (IBAM) Committee. 105 ILCS 5/2-3.25a. , ~~amended by P.A.s 99-193, 99-657, and 100-1046.~~

**6** The requirements around district and school improvement plans are unknown until ISBE revises its rules at 23 Ill.Admin.Code Part 1, Subpart A: Recognition Requirements following P.A.s 99-193 and 100-1046. P.A. 99-193 deleted the requirements concerning improvement plans as well as the sanctions for failing to make adequate yearly progress contained in 105 ILCS 5/2-3.25d, but then P.A. 100-1046 repealed 105 ILCS 5/2-3.25d in its entirety. 105 ILCS 5/2-3.25f(a) continues to state that ISBE "shall provide technical assistance to assist with the development and implementation of School and District Improvement Plans" and that schools or districts "that fail to make reasonable efforts to implement an approved Improvement Plan may suffer loss of State funds by school district, attendance center, or program as the State Board of Education deems appropriate."

**7** 105 ILCS 5/10-17a, amended by P.A.s ~~100-807, 100-1121, and~~ 101-68, amended by P.A. 102-294, eff. 1-1-22 (data on the number of incidents of violence that occurred on school grounds or during school-related activities and that resulted in an out-of-school suspension, expulsion, or removal to an alternative setting), 102-594, eff. 7-1-22 (the number of teachers who are National Board Certified Teachers, disaggregated by race and ethnicity), and P.A. 102-539 (school report card deliveries delayed until 12-31 in years when the Governor declares a public health emergency).

5. In accordance with 105 ILCS 5/2-3.153, annually administer a climate survey on the instructional environment within the school to, at minimum, students in grades 4 through 12 and teachers. **8**

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

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

Districts must present the report card at a regular board meeting, post it on the district's website, make it available to newspapers of general circulation in the district, notify parents/guardians of its availability on the district's website, provide it to parents/guardians on request, submit it to the regional superintendent or appropriate Intermediate Service Center, and otherwise disseminate it as required by State law. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

**8** Required by 105 ILCS 5/2-3.153 ~~amended by P.A. 100-1046~~, and 23 Ill.Admin.Code §1.97. The State Superintendent must publicly report on the survey indicators of learning conditions resulting from the administration of the instrument at the individual school, district, and State levels. A district may use an alternate learning instrument approved by the State Superintendent at its own cost. These survey instruments are authorized by July 1 each year and posted at: www.isbe.net/Pages/5Essentials-Survey.aspx. 23 Ill.Admin.Code §1.97(g)(1)-(2). To use an alternate survey instrument, the district must submit a form developed for this purpose and posted at www.isbe.net/Pages/5Essentials-Survey.aspx to the State Superintendent on or before a date established by the State Superintendent each year. Id.

Insert the following sentence for districts that administer an alternate survey of learning conditions at their own cost: "The District has elected to use an alternate climate survey of learning conditions instrument."

# Instruction

## School Year Calendar and Day [1]

School Calendar

The School Board, upon the Superintendent's recommendation and subject to State regulations, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays.[2] The school calendar shall have a minimum of 185 days to ensure 176 days of actual student attendance. [3]

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[1] State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

[2] State-mandated school holidays are found in 105 ILCS 5/24-2, amended by P.A.s 101-642 and 102-15. See policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, for a holiday listing. The law allows a school board to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on five identified school holidays if: (1) the school board first holds a public hearing on the proposal; and (2) the person or persons honored by the holiday are recognized through instructional activities conducted on the school holiday or on the first school day preceding or following the school holiday. Districts must redo the public hearing process in the event they change plans for use of holidays. See Ill. State Board of Education (ISBE) guidance at: www.isbe.net/Documents/district-holiday-plans13.pdf. This is an item on which collective bargaining may be required, and a board that wishes to implement this law should consult its attorney.

A State mandated school holiday on *Good Friday* is unconstitutional according to Metzl v. Leininger, 57 F.3d 618 (7th Cir. 1995). Closing school on religious holidays may still be permissible for those districts able to demonstrate, e.g., through surveys, that remaining open would be a waste of educational resources due to widespread absenteeism. Also, districts may be able to close school on Good Friday by adopting a *spring holiday* rationale or ensuring that it falls within spring break. School districts should discuss all of these options, and collective bargaining implications with their board attorneys.

If the county board or board of election commissioners chooses a school to be a polling place, the school district must make the school available. 10 ILCS 5/11-4.1. For the Election Day, the law encourages a school district to either: (1) close the school; or (2) hold a teachers' institute on that day with the students not in attendance. Id. ~~10 ILCS 5/2B-10~~. and 105 ILCS 5/24-2, amended by P.A.s 101-642 and 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and repealing on 1-1-23, required all government offices, with the exception of election authorities, to be closed, unless authorized to be used as a location for election day services or as a polling place for *2020 General Election Day*, and it required schools to be available to an election authority as a polling place for *2020 General Election Day* and on 11-8-22 for *2022 General Election Day*. Id.

[3] The school calendar must have a minimum 185 days to ensure 176 days of actual pupil attendance that may include remote learning days, blended remote learning days, and up to five remote and blended remote learning planning days pursuant to 105 ILCS 5/10-30, added by P.A. 101-643. 105 ILCS 5/10-19, amended by P.A.s 101-12 and 101-643, and 5/24-1; 23 Ill.Admin.Code §1.420. See policy 4:180, *Pandemic Preparedness; Management; and Recovery*, for information about remote and/or blended remote learning day plans. Schools must be closed during county institute. 105 ILCS 5/24-3. The school calendar may be a mandatory subject of collective bargaining. The calendar for the school term and any changes must be submitted to and approved by the regional superintendent before the calendar or changes may take effect. 105 ILCS 5/10-19.

Commemorative Holidays

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion.[4] The Board may, from time to time, designate a regular school day as a commemorative holiday.

E-learning days allow a school district to provide instruction to students electronically while they are not physically present due to inclement weather and other unexpected events. 105 ILCS 5/10-20.56, added by P.A. 101-12 and amended by P.A.s 101-643 and 102-584 (e-learning days allowed when a school is selected as a polling place under the Election Code), opened the use of e-learning days from three pilot districts to all districts that meet the requirements of the statute. Before a school district can implement an e-learning program and use e-learning days it must, along with other requirements (1) hold a public hearing on the initial proposal for the e-learning program, (2) obtain verification from the Regional Office of Education (ROE) or Intermediate Service Center (ISC) for the school district that the initial proposal meets the requirements specified in the law, and (3) by resolution adopt a research-based program for district-wide e-learning days. Before implementing an e-learning program, boards must collectively bargain the impact of the program on the wages, hours, terms and conditions of employment with employee representative(s). More information about e-learning is available at: www.isbe.net/Pages/Electronic-Learning.aspx.

[4] 105 ILCS 5/24-2(c), amended by P.A. 102-411 lists the following as commemorative holidays: Jan. 17 (Muhammad Ali's birthday), Jan. 28 (Christa McAuliffe Day commemorating space exploration); Feb. 15 (Susan B. Anthony's birthday); Mar. 29 (Vietnam War Veterans' Day); Sept. 11 (Sept. 11th Day of Remembrance); the school day immediately preceding Veterans' Day (Korean War Veterans' Day); Oct. 1 (Recycling Day); Oct. 7 (Iraq and Afghanistan Veterans Remembrance Day); and Dec. 7 (Pearl Harbor Veterans' Day).

Other commemorative holidays include, but are not limited to: Arbor and Bird Day on the last Friday in April (105 ILCS 5/27-18); Leif Erickson Day on October 9 if a school day and otherwise on a school day nearest the date (105 ILCS 5/27-19); American Indian Day on the 4th Friday of September (105 ILCS 5/27-20); Ill. Law Week during the first full school week in May (105 ILCS 5/27-20.1); Just Say No Day on a school day in May designated by official proclamation of the Governor (105 ILCS 5/20.2); Ronald Reagan Day on Feb. 6 (5 ILCS 490/2); Barack Obama Day on August 4 (5 ILCS 490/3); Indigenous Peoples Day on the last Monday in September (5 ILCS 490/7); Lincoln's Birthday February 12 (5 ILCS 490/60); Juneteenth National Freedom Day on June 19 each year (5 ILCS 490/63, amended by P.A.s 102-14, eff. 1-1-22 (second to pass both houses and controlling (5 ILCS 70/6)) and 102-334 (first to pass both houses)) – potential conflicts related to celebrating Juneteenth when it falls on a Saturday or Sunday exist, e.g., P.A. 102-14 states "when June nineteenth falls on a Saturday or Sunday, neither the preceding Friday nor the following Monday shall be held or considered as a *paid* holiday" but contrast P.A. 102-334, stating "when June nineteenth falls on a Sunday, the following Monday shall be held and considered the holiday" – notice the word *paid* is missing; consult the board attorney about whether Juneteenth should be celebrated as an *unpaid holiday* on either the preceding Friday or the following Monday when it falls on a Saturday or Sunday, respectively, or not at all when it falls on a Saturday); Martin Luther King, Jr. Birthday the third Monday in January (5 ILCS 490/65); Prairie Week the third full week in September (5 ILCS 490/75); Retired Teachers' Week the fourth week in May (5 ILCS 490/80); Veterans Day November 11 (5 ILCS 490/90); Preventing Lost Potential Day September 19 (5 ILCS 490/141); Day of Remembrance of the Victims of Slavery and the Transatlantic Slave Trade on March 25 (5 ILCS 490/155); the first full week of January is Emancipation Proclamation Week (5 ILCS 490/160); Mother Mary Ann Bickerdyke Day on the second Wednesday in May (5 ILCS 490/175); April is Arab American Heritage Month (5 ILCS 490/6 ~~amended by P.A. 100-1150~~); and the first full week of April each year is Autism Acceptance Week (5 ILCS 490/137, added by P.A. 102-588).

School Day

The Board establishes the length of the school day with the recommendation of the Superintendent and subject to State law requirements.[5] The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance. [6]

LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, 5/10-20.56, 5/10-24.46, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, 5/27-20.2, and 20/1.
10 ILCS 5/11-4.1.
5 ILCS 490/, State Commemorative Dates Act.
23 Ill.Admin.Code §1.420(f).
Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill. 1994), *aff'd by* 57 F.3d 618 (7th Cir. 1995).

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

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[5] A school day is required to consist of a minimum five clock-hours under the direct supervision of a teacher or non-teaching personnel or volunteer personnel that provides non-teaching or supervisory duties as specified in 105 ILCS 5/10-22.34(a), in order to qualify as a full day of attendance, unless (1) the Governor issues a disaster declaration due to a public health emergency pursuant 20 ILCS 3305/7, and (2) the State Superintendent of Education establishes minimum clock-hour requirements to align with the circumstances of the Governor's disaster declaration. 105 ILCS 5/10-19.05, added by P.A. 101-12 and amended by P.A. 101-643. See www.isbe.net/Documents/SB28Instructional-Day.pdf for ISBE's notice regarding this law. See 105 ILCS 5/10-19.05, added by P.A. 101-12, for additional exceptions to the attendance calculation.

Contrast 105 ILCS 5/18-1 2, ~~amended by P.A. 100-282~~. It allows a partial day of attendance to be counted as a full day due to an adverse weather condition, condition beyond the control of the school district that poses a health and safety threat, or use of school facilities by local or county authorities for holding a memorial or funeral service in remembrance of a community member (up to two school days per school year) provided one of following conditions is met: (1) the school district has provided at least one hour of instruction prior to the closure of the school district; (2) a school building has provided at least one hour of instruction prior to the closure of the school building; or (3) the normal start time of the school district is delayed. The law also outlines the process to claim attendance prior to providing any instruction when a school district must close a building or buildings, but not the entire district, after consultation with a local emergency response agency or due to a condition beyond the control of the district. Additionally, 105 ILCS 5/18-12.5 outlines the process for claiming attendance when a school district must close a building or buildings, but not the entire district, specifically because of a public health emergency. Attendance for such days may only be claimed if the school building(s) was scheduled to be in operation on those days.

Alternative education programs may provide fewer than five hours under certain circumstances. 105 ILCS 5/2-3.33a and 5/13B-50.

[6] 105 ILCS 5/27-3 requires the Pledge of Allegiance to be recited every day in elementary and secondary schools. Note that the Illinois statute does not require every student to recite the Pledge – that kind of mandatory participation would violate the U.S. Constitution. Schools may not coerce a student into saying the Pledge, nor may they punish students for refusing to participate in any aspect of the flag ritual, including standing, saluting the flag, and reciting the Pledge. West Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624 (1943); Sherman v. Cmty. Consol. Sch. Dist. 21 of Wheeling Twp., 980 F.2d 437 (7th Cir. 1992). Consider using permissive rather than mandatory language to introduce the recitation of the Pledge, such as, "You may now stand to recite the Pledge." Schools may, of course, require that non-participants maintain order and decorum appropriate to the school environment.

The Silent Reflection and Student Prayer Act mandates a *brief period of silence* for all Illinois public school students at the opening of each school day. 105 ILCS 20/1. A student filed a federal lawsuit challenging the constitutionality of this law under the First Amendment, but the law was ultimately upheld by the Appeals Court. Sherman v. Koch, 623 F.3d 501 (7th Cir. 2010), *cert denied by* 565 U.S. 815 (2011). 105 ILCS 5/10-20.46 requires a moment of silence to recognize veterans during any type of event held at a district school on Nov. 11. See f/n 2 above for more discussion.

# Instruction

**School Wellness 1**

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs.[2] This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).[3] The Superintendent will ensure: [4]

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**1** State or federal law requires this subject matter to be covered in policy and controls its content. The federal Child Nutrition and WIC Reauthorization Act of 2004 (Child Nutrition Act) requires school districts participating in a program authorized by the National School Lunch Act (NSLA) (42 U.S.C. §1751 et seq.) or the Child Nutrition Act to have a school wellness policy. Pub. L. 108-265, Sec. 204. State law required the Ill. State Board of Education (ISBE) to "establish a State goal that all school districts have a wellness policy." 105 ILCS 5/2-3.139. ISBE complied in October 2007 by "instruct[ing] all public school districts to establish a School Wellness Policy." The federal and State laws list mandatory topics for the policy. The second sentence of this policy should be deleted if the district does not participate in the NSLA or the Child Nutrition Act.

See ISBE's numerous resources at: www.isbe.net/Pages/Nutrition-and-Wellness.aspx. Action for Healthy Kids is a national organization dedicated to overcoming the "epidemic of overweight, undernourished and sedentary youth by focusing on changes in schools;" see its resources at: www.actionforhealthykids.org/index.php.

This sample policy seeks to be both legally compliant and consistent with good governance principles. Both federal and State laws allow each school district to determine how the required topics are addressed. Good governance principles suggest that the board should establish goals with community and stakeholder input. The administration should determine how to achieve the goals. The board should monitor this policy by requesting and reviewing periodic implementation data.

The Ill. Dept. of Agriculture and ISBE are directed to create the Farm Fresh Schools Program. 105 ILCS 124/, Farm Fresh Schools Program Act; 30 ILCS 105/5.728, Farm Fresh Schools Program Fund. They are also directed to administer a grant program to further the Program's intent of "reduc[ing] obesity and improve[ing] nutrition and public health, as well as strengthen[ing] local agricultural economies by increasing access to and promoting the consumption of locally grown fruits and vegetables in schools and increasing physical activities and programs that promote pupil wellness." 105 ILCS 124/10.

**2** 7 C.F.R. §210.31(a) and (c)(1). The law does not require *school-based activities* to be listed in policy – only that boards implement them. Federal law requires consideration of *evidence-based strategies and techniques* when implementing school-based activities. A board that chooses to list these activities must update them as they change by readopting the policy.

For boards that have developed and wish to list their chosen evidence-based school-based activities, add the following sentence to the paragraph as the second sentence: "The District's school-based activities include: [*list the chosen evidence-based school-based activities*]."

For boards that have not yet developed and implemented their evidence-based school-based activities and need technical assistance, see the websites for:

1. The U.S. Dept. of Agriculture (USDA) at: https://healthymeals.fns.usda.gov/local-wellness-policy-resources/wellness-policy-elements/other-school-based-activities; and
2. The Alliance for a Healthier Generation (AHG) at: https://www.healthiergeneration.org/.

**3** Healthy Hunger-Free Kids Act of 2010 (HHFKA); 42 U.S.C. §1758b (Pub.L. 111-296); 7 C.F.R. §§210.10 and 210.31(a).

**4** Id.; 7 C.F.R. §210.31(c)(4) (identification of school official responsible for implementation of the policy), §210.31 (d)(2) (informing the public about the policy and making it available on an annual basis), §210.31 (d)(3) (informing the public of the progress toward meeting the goals of the policy by making triennial assessments available), and §210.31(e) (policy implementation, assessments, and updates). See also f/n 20, below.

This sample policy identifies the superintendent as the school official responsible to ensure compliance and oversee the policy. When the rules require specific identification of a school official, the policy does not include the delegation language *or designee*. **[School boards] must identify the [school official(s)] responsible for oversight of [its wellness policy] to ensure compliance. [Boards] have discretion and are the most qualified to identify the best candidate for [their wellness] policy leadership as size, resources, and needs vary greatly among [school districts].** See Federal Register Vol. 81, No. 146 at 50155 at: www.gpo.gov/fdsys/pkg/FR-2016-07-29/pdf/2016-17230.pdf.

For boards that wish to identify a school official other than the superintendent, delete ~~Superintendent~~ and replace it with the responsible school official's title.

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual[5]; and
3. The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion [6]

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

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content.* [7]
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Goals for Physical Activity [8]

The goals for addressing physical activity include the following:

* Schools will support and promote an active lifestyle for students.
* Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes

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The intent of the rule is that schools "notify households on an annual basis of the availability of the local school wellness policy information and provide information that would enable *interested households* to obtain additional details." Fed. Reg. Vol. 81, No. 146 at 50160. However, the rule states, "[i]nform the *public* about the content and implementation of the local school wellness policy, and make the policy and any updates to the policy available to the public on an annual basis."

To achieve the intent of this requirement, the regulations suggest several methods for districts, which include a common method many districts likely already use: post the policy on the websites for the *public*, and use the student handbook to distribute important information to *interested households*.

**5** For boards that distribute their wellness policies via student handbooks and want to list that in the text of their policies, insert "and distributed to students and their parents/guardians through student handbooks". For sample handbook language, see the Illinois Principals Association *Online Model Student Handbook (MSH)* at: www.ilprincipals.org/resources/model-student-handbook.

**6** Goals for nutrition education and nutrition promotion are required topics, but the local board may determine what goals are appropriate. Pub. L. 108-265, Sec. 204(a)(1) and Pub. L. 111-296; 105 ILCS 5/2-3.139(a)(2); and 7 C.F.R. §210.31(c)(1). Replace this policy's text with a board's own locally-developed nutritional education and promotion goals.

*Nutrition promotion*, required by Pub. L. 111-296, is not well-described or defined. The Food Nutrition Service (FNS) describes *nutrition promotion* more clearly in its technical assistance materials and the proposed 7 C.F.R. Part 210 rules (Fed. Reg. Vol. 79, No. 38 at 10695), dated Feb. 26, 2014, which state, "… evidence based techniques and scientifically-based nutrition messages targeted to a specific audience to inspire and motivate them to take action and use these techniques and messages to create environments and food service venues (classroom, cafeteria, a la carte, vending machines, school stores, snack bars, fundraisers, home, etc.) that encourage healthy nutrition choices, as well as enhance and encourage participation in school meal programs."

More specific materials about nutrition education and promotion, including songs, games, posters, videos, event-planning booklets, wellness communication toolkits, school garden activities, and a graphics library, have also been developed by the FNS' Team Nutrition at: www.fns.usda.gov/tn/resource-library.

Technical assistance for:

1. *Nutritional promotion* at: healthymeals.fns.usda.gov/local-wellness-policy-resources/wellness-policy-elements/nutrition-promotion.
2. Goals development for and implementation of nutrition education and promotion are available from AHG at: www.healthiergeneration.org/.

**7** 105 ILCS 110/3 and 23 Ill.Admin.Code §1.420(n).

**8** This is a required topic, but the local board may determine what goals are appropriate. Pub.L. 108-265, Sec. 204(a)(1); 105 ILCS 5/2-3.139(a)(2); and 7 C.F.R. §210.31(a) and (c)(1).

for a healthy lifestyle. See ~~Board~~ policies~~y~~ 6:60, *Curriculum Content* and ~~Board Policy~~ 7:260, *Exemption from Physical Education*. **9**

* During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See ~~Board~~ policies~~y~~ 6:60, *Curriculum Content* and ~~Board Policy~~ 7:260, *Exemption from Physical Education*. **10**
* The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE). **11**

Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited **12**

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules). **13**

In addition, in order to promote student health and reduce childhood obesity,**14** the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and

**9** 105 ILCS 5/27-5 and 27-6; 23 Ill.Admin.Code §1.425.~~amended at 42 Ill. Reg. 11540~~ See also f/n 29~~27~~ in policy 6:60, *Curriculum Content*. For standards-based lesson plans and curricula for pre-kindergarten through grade 8, classroom-based lesson plans, recipes, guidance to improve the quality of school meals, and other materials for nutrition education and promotion, including songs, games, posters, videos, event-planning booklets, wellness communication toolkits, school garden activities, and a graphics library, see the resources developed by the FNS' Team Nutrition at: www.fns.usda.gov/tn/resource-library.

**10** Id. This policy's sample text is based upon federal and State *goals* while sample policy 6:60, *Curriculum Content*'s text is based only upon State curriculum requirements that require a minimum of three days of physical education per five-day week. Ensure the text in this policy's goal aligns with the district's practice stated in policy 6:60 for meeting the minimum requirements of 23 Ill.Admin.Code §1.425(b).

**11** Schools must "set student learning objectives which meet or exceed goals established by the State." 105 ILCS 5/2-3.63. The *Learning Standards* can be found on ISBE's website at: www.isbe.net/Pages/Learning-Standards.aspx. See *State Goal 20: Achieve and maintain a health-enhancing level of physical fitness based upon continual self-assessment* at:https://www.isbe.net/Pages/Physical-Education-and-Health.aspx.

105 ILCS 5/27-6.5 describes physical fitness assessments required, beginning with the 2016-17 school year and every school year thereafter, for grades 3-12 in an effort to meet State Goal 20 of the *Illinois Learning Standards for Physical Development and Health*. See also 23 Ill.Admin.Code §1.425 (f) and (h); ISBE's *IL Fitness Assessments and Data Reporting Requirements Questions and Answers (Rev. 5-22-17)* at: https://www.isbe.net/documents/fitness-asmt-faq.pdf.

**12** The policy must include the nutrition guidelines selected by the board for "all foods available during the school day with the objective of promoting student health and reducing childhood obesity." Pub. L. 108-265, Sec. 204(a)(2); 105 ILCS 5/2-3.139(a)(1); and 7 C.F.R. §210.10 and 210.31(a), (c)(2), and (c)(3)(i)-(iv). 42 U.S.C. 1758b(b)(2)(A) requires that each local school wellness policy include nutrition guidelines for all foods and beverages available for sale on the school campus during the school day to ensure they are consistent with the statutory and regulatory provisions governing school meals (7 C.F.R. §§210.10, 220.8 and 220.10) and competitive foods (7 C.F.R. §210.11) as applicable.

Prior to July 2016 when 7 C.F.R. § 210.10 and 7 C.F.R § 210.31(c) (respectively) became effective, the current *Dietary Guidelines for Americans* published jointly by the U.S. Depts. of Health and Human Services and Agriculture (USDA) were used as nutrition guidelines.

**13** 7 C.F.R. §§210.10 (meal requirements for lunches and after-school snacks); 210.11(c) (general nutrition standards for competitive food, i.e., *Smart Snacks*); and 210.31(a) and (c) (encompassing all other nutrition requirements, including foods not sold to students during the school day (classroom parties)).

**14** 7 C.F.R.§210.31(c)(3)(iv).

3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards. [15]

*Competitive foods* standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives. [16]

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Exempted Fundraising Day (EFD) Requests [17]

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

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

The Superintendent or designee in a participating school may grant an EFD for grades 9 through 12 in participating schools. To request an EFD and learn more about the District's related

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**15** 7 C.F.R. §§210.11(a)(2) and 210.31(c)(3)(iii); 23 Ill. Admin. Code §305.5. For a definition of *competitive foods*, see 4:120-AP, *Food Services; Competitive Foods; Exemptions*.

**16** 7 C.F.R. §210.31(c)(2). This sample policy does not apply competitive food standards to foods not sold in schools; i.e., foods that students bring into the school from home, etc.

**The final [federal] rule does not require that local school wellness policy standards for *foods provided in schools during the school day but not available for sale* conform to the school meal requirements or the competitive foods standards.** In fact, the preamble to the final rule reiterates this saying, "[a]gain, it should be noted that with regard to foods provided, but not sold, in schools, local jurisdictions have the discretion to adopt standards that conform to [the competitive food standards] or to adopt more or less stringent standards." Similarly, the preamble to the final rule clearly states the rule does not require school boards to address standards for food brought from home for individual consumption. See Federal Register Vol. 81, No. 146 at 50158 at: www.gpo.gov/fdsys/pkg/FR-2016-07-29/pdf/2016-17230.pdf. Emphasis added.

This sample policy adopts less stringent standards for foods not sold in schools. For boards that wish to adopt standards that conform to the competitive food standards or apply even more stringent standards to foods available, but not sold during the school day, delete the last sentence of this subhead: ~~*Competitive foods* standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., foods for classroom parties, school celebrations, and reward incentives.~~ and choose one of the following sentences to replace it:

**Option 1:** The District applies *competitive foods* standards listed in Board policy 4:120, *Food Services*, to foods available, but not sold, in schools.

**Option 2:** The District applies more stringent standards than the *competitive foods* standards to foods available, but not sold, in schools. These include [*list the chosen standards to foods available, but not sold, in schools*].

The AHG encourages school officials to consider prohibiting foods as a reward and using the *Smart Snacks* standards for foods available, but not sold during the school day. However, enforcing such standards against students who are sent to school with snacks from their parents/guardians is difficult and may be considered overreach. Further, such a standard may open the district to challenges. Consult the board attorney about enforcement of standards that meet the *competitive foods* standards – or even more stringent standards – upon foods available, but not sold during the school day, i.e., choosing Options 1 or 2, above.

**17** Required by 23 Ill.Admin.Code §305.15(c)(2), 7 C.F.R. §§210.11(b)(4), (c)(2) and 210.30(c)(2) for participating schools that want to grant EFDs.

For elementary districts, delete these sentences: ~~The Superintendent or designee in a participating school may grant an EFD for grades 9 through 12 in participating schools. To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs for grades 9 through 12 in participating schools is set by ISBE rule.~~

For high school districts, delete this sentence: ~~EFDs are prohibited for grades eight and below in participating schools.~~

Detailed procedures are subject to change and are too complicated for policy text. This policy seeks to balance the requirement to include procedures in the policy for requesting an EFD by providing information about the initial steps and directing the superintendent or designee to inform the requestor of the current procedure. For a list of the number of available EFDs and a more detailed sample step-by-step procedure to request them, see 4:120-AP, *Food Services; Competitive Foods; Exemptions*.

procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs for grades 9 through 12 in participating schools is set by ISBE rule.

Guidelines for Reimbursable School Meals [18]

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program. [19]

Unused Food Sharing Plan [20]

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

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students. [21]
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program. [22]
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

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Monitoring [23]

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report).[24] This triennial report must include without limitation each of the following:

* An assessment of the District's implementation of the policy
  * The extent to which schools in the District are in compliance with the policy
  * The extent to which the policy compares to model local school wellness policies

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**18** Inclusion in the policy is required for only those districts that participate in a program authorized by the NSLA or the Child Nutrition Act.

**19** Child Nutrition Act of 1966 (42 U.S.C. §1771 et seq.) and NSLA (42 U.S.C. §1758).

**20** 105 ILCS 5/2-3.182, added by P.A. 102-359.

**21** *Needy students* is not defined by 105 ILCS 5/2-3.182, added by P.A. 102-359.

**22** Required for districts that participate in child nutrition programs, the National School Lunch Program and National School Breakfast Program, the Child and Adult Care Food Program (CACFP), and the Summer Food Service Program (SFSP). See 105 ILCS 5/2-3.182, added by P.A. 102-359.

Delete number 3 *only if* the district participates in none of the programs listed.

Food sharing plans will depend on many local factors and require local health department involvement, so because of that, a sample **PRESS** administrative procedure is not practical and does not exist.

**23** The policy must establish a plan for measuring implementation of the local wellness policy, including designation of one or more persons within the local educational agency at each school, as appropriate, charged with operational responsibility for ensuring that the school meets the local wellness policy. Pub. L. 108-265, Sec. 204(a)(4); 105 ILCS 5/2-3.139(a)(4); and 7 C.F.R. §210.31(c)(5), (6), and (e)(1). 105 ILCS 110/3.5(a) requires ISBE to develop and maintain a nutrition and physical activity best practices database. Materials may be found at: www.isbe.net/Pages/Nutrition-and-Wellness.aspx.

42 U.S.C. §1758b (Pub. L. 111-296) requires the public to receive periodic measures with the listed items. The accepted practice is annual reports. There is very little guidance to assist school districts in complying with this requirement, and school districts were expected to be working toward developing a reasonable method to implement this requirement by the end of the 2011-2012 school year. Without guidance, to ensure compliance, superintendents should contact their Regional Office of Education regarding their school districts' efforts to comply with this requirement. A guide to help school districts conduct an evaluation of local wellness policies is available, along with more guidance at: www.fns.usda.gov/tn/healthy/wellnesspolicy_tools.html.

**24** 7 C.F.R. §210.31(e)(2)(i)-(iii) and (3).

* A description of the progress made in attaining the goals of the policy
* How the District will make the results of the assessment available to the public
* Where the District will retain records of the assessment [25]

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

Community Involvement [26]

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*. [27]

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**25** Id. and §210.31(f); see also the Local Records Act, 50 ILCS 205/. It governs retention of district records; its definition of *public record* is narrower than the definition in the Freedom of Information Act. These communications must be retained only when they contain: (1) evidence of the district's organization, function, policies, procedures, or activities, or (2) informational data appropriate for preservation. Consult the board attorney for a more thorough analysis and a legal opinion about how to meet both of the federal records retention requirements discussed in f/n 25, below, and the Local Records Act.

**26** A board must establish a plan in its wellness policy for involving parents, students, and representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the public in the development of the school wellness policy. Pub.L. 108-265, Sec. 204(a)(5), amended by 42 U.S.C. §1758b (Pub.L. 111-296); 105 ILCS 5/2-3.139(a)(3); 7 C.F.R. §210.31(c)(5) (requirement to describe involvement plan in policy), and 7 C.F.R. §210.31(d)(1)(requirement to allow certain stakeholders to participate in policy development, etc.).

**School districts have discretion in exactly how they implement this requirement, and [e]ach [school district] is best suited to determine the distinctive needs of the community it serves.** See Federal Register Vol. 81, No. 146 at 50155 at: www.gpo.gov/fdsys/pkg/FR-2016-07-29/pdf/2016-17230.pdf.

This requirement's awkward wording notwithstanding, a board may take compliance steps by:

1. Seeking community input or involvement during this policy's adoption and monitoring phases, and inviting suggestions and comments during the public comment portion of board meetings from time to time. This method aligns with 2:140, *Communications To and From the Board* and 2:240, *Board Policy Development*.
2. Establishing a "local school wellness committee." This method is discussed in the preamble to 7 C.F.R. §210.31(d)(1), which suggests "identifying individuals" to serve on a "local school wellness policy committee." **However, the final text of 7 C.F.R. §210.31(d)(1) does not specifically require districts to establish a local school wellness policy committee – only that they "*permit* [groups listed in the policy above] *to participate* … ."** See also the citation to the Federal Register, in the second paragraph of this f/n, above, discussing policy implementation discretion.

The default text of this policy follows item #1 above and does not establish a local school wellness committee. For a district that wants to appoint or approve a local school wellness committee, add the following optional sentence as the last sentence of this subhead: "As necessary, the Superintendent or designee will convene a Wellness Committee with at least one representative from each of the listed groups." Also list the Wellness Committee in 2:150-AP, *Superintendent Committees*. As much of the work of developing a plan to involve local stakeholders is administrative/staff work rather than governance work, best practice is for a Wellness Committee be an administrative committee, but consult the board attorney for guidance. See f/n 3 in policy 2:150, *Committees*, for a discussion of Open Meetings Act implications of the Wellness Committee being a board committee.

If a board wants to comply with the USDA's *encouragement* to include Supplemental Nutrition Assistance Program Education (SNAP-ED) coordinators or educators in the group to provide input about the policy, add:

", Supplemental Nutrition Assistance Program Education (SNAP-ED) coordinators, educators" to the end of the first sentence in this subhead, immediately before: ", and community."

**27** If a board has not adopted the **Community Engagement** subhead in policy 8:10, *Connection with the Community*, delete the phrase at the end of the second sentence: "Individuals shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* ~~and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*~~."

A board may also choose to post this policy on its website and include it in the student handbook.

Recordkeeping [28]

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

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

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

**28** 7 C.F.R. §210.31(f). Records must include: (1) the policy; (2) documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public; and (3) documentation of the triennial assessment of the local school wellness policy for each school under its jurisdiction.

See f/n 22, above regarding the Local Records Act and 2:250-AP2, *Protocols for Record Preservation and Development of Retention Schedules*.

While 7 C.F.R. §210.31(f) does not require the policy text to state what records must be kept, a board that wants to include that information may insert the following text: "Records must include: (1) this policy; (2) documentation demonstrating compliance with community involvement, including requirements to make the policy and triennial assessments available to the public; and (3) documentation of the triennial assessment of this policy for each school under its jurisdiction."

# Instruction

## Curriculum Content 1

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

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics,**2** (f) social studies, (g) art, (h) music,**3** and (i) drug and substance abuse prevention including the dangers of opioid abuse.**4** A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level.**5** Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5.**6** Before the completion of grade 5, students will be offered at least one unit of cursive instruction.**7** ~~Beginning with the 2020-2021 school year~~, in grades 6, 7, or 8, students must receive

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**1** Districts must have a policy on physical education (23 Ill.Admin.Code §1.425 ~~amended by 42 Ill. Reg. 11540~~) and what grade level(s) students will be offered cursive writing instruction (105 ILCS 5/27-20.7, ~~added by P.A. 100-548~~). Policies on the remaining topics in this policy are optional. State or federal law controls this policy's content. 23 Ill.Admin.Code §1.420~~, amended at 42 Ill. Reg. 11527~~ recommends that activities, including student internships and observations of government in action, be a part of the instructional program where appropriate.

State law mandates certain courses of study but local school boards may set requirements exceeding State-law mandated courses of study. 105 ILCS 5/10-20.8 and 5/27-1 et seq.

**2** 105 ILCS 5/2-3.156 requires the Ill. State Board of Education (ISBE) to coordinate, adapt and develop middle and high school math curriculum models. There is no consistent definition for *middle school* or *high school* in either State or federal law. Districts are not required to use ISBE's models and may develop their own mathematics curricula.

The purpose of the math curriculum models will be to aid school districts and teachers in implementing the *Common Core Standards*. The ISBE has adopted new math and English language arts (ELA) standards for K-12 education referred to as the *New Ill. State Learning Standards Incorporating the Common Core*. The goal of incorporating the *Common Core Standards* into the *State Goals for Learning* is to better prepare Ill. students for success in college and the workforce in a competitive global economy. See www.isbe.net/Documents/ccs-faq-0813.pdf.

The terms *Common Core Standards* and the *New Ill. State Learning Standards Incorporating the Common Core* are synonymous. Referencing the *Ill. Learning Standards* includes them both. That is because they are incorporated by reference into ISBE's rules and *State Goals for Learning*. A district that wants to include the term *Common Core Standards* in its policy may do so; however, districts should understand that referring to the *Common Core Standards* only will cover only math and ELA learning standards and goals and not any other subject areas that the *Ill. Learning Standards* cover. The best practice is to continue using *Ill. Learning Standards*, which includes the *Common Core Standards*.

**3** 23 Ill.Admin.Code §1.430.

**4** 105 ILCS 5/27-13.2, amended by P.A. 102-195, requires that in addition to instruction, study, and discussion of effective methods for the prevention and avoidance of drugs and substance abuse, the subject must also cover the dangers of opioid abuse.

~~House Resolution 824 (98th General Assembly, 2014) urges all Illinois schools to educate youth about the dangers of using heroin and the rising numbers of accidental deaths from heroin overdoses through comprehensive drug education programs, including the Drug Abuse Resistance Education (DARE) program. No guidance on age appropriate instruction for heroin abuse is provided in the resolution.~~

**5** 105 ILCS 5/10-20.53.

**6** 105 ILCS 5/27-6.3, added by P.A. 102-357. Schools must provide at least 30 minutes of play time for any school day five clock hours or longer in length. For any school days less than that, the total time allotted during the school day must be at least one-tenth of a day of attendance for the student. Time spent dressing or undressing for outdoor play may not count towards the daily time allotment. Play time must be computer-, tablet-, phone-, and video-free. Play time may be withheld as a disciplinary or punitive action only if a student's participation poses an immediate threat to the safety of the student or others. Id.

**7** 105 ILCS 5/27-20.7 ~~added by P.A. 100-548~~ requires districts to offer students a unit of cursive instruction before they complete grade 5. Other than before completing grade 5, the law is silent about what grade level(s) in which students must receive their unit of cursive instruction. This provides an opportunity for a board to have a conversation with the superintendent about local community expectations and direct him or her to determine the appropriate grade level(s) in which students will be offered a unit of cursive instruction.

Use the following alternative if the board wants to specify grade level(s) before the end of grade 5 in which cursive instruction will be offered:

A unit of cursive instruction will be offered in grade(s) _____.

at least one semester of civics education in accordance with Illinois Learning Standards for social science. **8**

2. In grades 9 through 12, subjects include:**9** (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics,**10** (e) social studies including U.S. history, American government and one semester of civics,**11** (f) foreign language,**12** (g) music, (h) art, (i) driver and safety education,**13** and (j) vocational education.

Students otherwise eligible to take a driver education course must receive a passing grade in at least eight courses during the previous two semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest.**14** The course shall include: (a) instruction necessary for the safe operation of motor vehicles, including motorcycles, to the extent that they can be taught in the classroom,**15** (b) classroom instruction on distracted driving as a major traffic safety issue,**16** (c) instruction on required safety and driving precautions that must be observed at emergency situations, highway construction and maintenance zones, and railroad crossings and their approaches,**17** and (d) instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement.**18** Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor

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**8** 105 ILCS 5/27-3.10, added by P.A. 101-254 ~~eff 7-1-20~~ The statute specifically states that school districts may utilize private funding available for offering civics education.

**9** 105 ILCS 5/27-22, amended by P.A.s 101-643 and 654; 23 Ill.Admin.Code §1.440. ISBE may adopt rules to modify these requirements for students in grades 9 through 12 if the Governor declares a disaster due to a public health emergency pursuant to 20 ILCS 3305/7. 105 ILCS 5/27-22(e)(3.5), amended by P.A. 101-654 requires "a year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject." Because computer literacy may be included within another subject, it is not listed here, but in number 6 of this policy with f/n 25, below.

**10** 105 ILCS 5/2-3.156. See f/n 2.

105 ILCS 5/27-22(e)(3), amended by P.A. 101-464, ~~eff. 1-1-20~~, llows the substitution of an advanced placement computer science course for a year of mathematics. For specific requirements, see 6:300-E2, *State Law Graduation Requirements*, and 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-entering Students*.

**11** 105 ILCS 5/27-22(e)(5). The statute specifically states that school districts may utilize private funding available for offering civics education.

**12** The General Assembly encouraged school boards to implement American Sign Language courses into the school foreign language curriculum. 105 ILCS 5/10-20.52. Senate Joint Resolution 68 (96th General Assembly, 2010) encourages school districts to explore the introduction of Arabic as a foreign language in their curriculums.

**13** The ISBE rule on driver education personnel is found at 23 Ill.Admin.Code §252.40 ~~amended at 42 Ill. Reg. 8957~~. School districts may contract with a commercial driver training school (CDTS) for driver education. 105 ILCS 5/27-24.2, amended by P.A. 101-450. To qualify to contract with a school district, a CDTS must: (a) hold a valid license issued by the Ill. Sec. of State; (b) provide teachers who meet the educator licensure and endorsement requirements under 105 ILCS 5/21B; and (c) follow the same evaluation and observation requirements that apply to non-tenured teachers under 105 ILCS 5 24-A. Id. A district contracting with a CDTS must provide a list to ISBE of the CDTS instructors. Id. The list must include the name, personal ISBE identification number, birth date and driver's license number of each instructor who will teach driver education. Id. Although a formal waiver for outsourcing of driver's education is no longer required, districts must consider their applicable collective bargaining agreement(s), board policy, and the reduction in force (RIF) provisions of the School Code as they relate to outsourcing of instructional staff. Consult the board attorney for guidance.

A school district may decide to allow a student to take a portion of the driver education course through a distance learning course. This is determined on a case-by-case basis and must be approved by the district's administration, the student's driver's education teacher, and the student's parent/guardian. 105 ILCS 5/27-24.2, amended by P.A. 101-183; ~~eff. 1-1-20~~, 23 Ill.Admin.Code §252.20(c)(2).

**14** 105 ILCS 5/27-24.1, amended by P.A. 102-455, eff. 1-1-22, and 5/27-24.2; ~~amended by P.A 100-465~~; 23 Ill.Admin.Code §252.20(c)(2).

**15** Id.

**16** Id.

**17** Id.

**18** Id.

vehicle.**19** The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration. **20**

3. In grades 7 through 12, as well as in interscholastic athletic programs, steroid abuse prevention must be taught. **21**

4. In kindergarten through grade 12, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.**22** In addition, anti-bias education and intergroup conflict resolution may be taught as an effective method for preventing violence and lessening tensions in schools; these prevention methods are most effective when they are respectful of individuals and their divergent viewpoints and religious beliefs, which are protected by the First Amendment to the Constitution of the United States. **23**

5. In grades kindergarten through 12, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks*, and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response. **24**

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**19** 105 ILCS 5/27-17.

**20** The Ill. Vehicle Code, 625 ILCS 5/6-408.5, contains these requirements; they are paraphrased below and may be added to the policy or otherwise disseminated.

> Before a certificate of completion will be requested from the Secretary of State, a student must receive a passing grade in at least eight courses during the two semesters last ending before requesting the certificate. A certificate of completion will not be requested for any person less than 18 years of age who has dropped out of school unless the individual provides:
>
> 1. Written verification of his or her enrollment in a high school equivalency or alternative education program or a high school equivalency certificate (formerly GED certificate);
> 2. Written verification that before dropping out, the individual had received passing grades in at least eight courses during the two previous semesters last ending before requesting a certificate;
> 3. Written consent from the individual's parent/guardian and the Regional Superintendent; or
> 4. Written waiver from the Superintendent of the School District in which the individual resides or resided at the time he or she dropped out of school, or from the chief school administrator with respect to a dropout who attended a non-public high school. A waiver may be given if the Superintendent or chief administrator deems it to be in the individual's best interests.

**21** 105 ILCS 5/27-23.3.

**22** 105 ILCS 5/27-23.4.

**23** Optional. 105 ILCS 5/27-23.6 entitled *Anti-bias education* allows districts to incorporate activities to address intergroup conflict, with the objectives of improving intergroup relations on and beyond the school campus, defusing intergroup tensions, and promoting peaceful resolution of conflict.

Boards that adopt a policy to incorporate activities to address intergroup conflict pursuant to this law must make information available to the public that describes the manner in which the district has implemented the activities. Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. Districts may also include the information in a student handbook and in district newsletters. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at:

www.ilprincipals.org/resources/model-student-handbook.

See f/n 12 in sample policy 6:180, *Extended Instructional Programs*, and ensure that these policies align.

**24** 47 C.F.R. § 54.520 and 105 ILCS 5/27-13.3 control this section. "Grades kindergarten through 12" is used because federal law requires school districts that receive E-rate funding to certify that they have an Internet safety education policy for all minors. 47 C.F.R. §54.520(c)(1)(i). This federal law defines *minors* as any individual who has not attained the age of 17 years. 47 C.F.R. §54.520(a)(4)(i).

105 ILCS 5/27-13.3 only requires a unit on Internet safety for students in grades 3 or above. It recommends seven topics for the unit on Internet safety and required ISBE to "make available resource materials for educating children regarding child online safety." It also invites schools to "adopt an age-appropriate curriculum for Internet safety instruction of students in grades kindergarten through 12."

6. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum. **25**

7. ~~5~~. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage.**26** Instruction in all grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment.* **27**

8. ~~6.~~ In all schools, citizenship values must be taught, including: (a) American patriotism, (b) ~~democratic~~ principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois)~~freedom, justice, and equality~~, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process. **28**

9. ~~7~~. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent,**29** but

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For boards that do not receive E-rate funds and do not want to exceed the requirements of the School Code, replace this section with the following sentence:

In grades 3 or above, the curriculum contains a unit on Internet safety, the scope of which shall be determined by the Superintendent or designee.

For boards that do not receive E-rate funds, but want to exceed the requirements of 105 ILCS 5/27-13.3 to include grades K-2, replace this section with the following sentences:

In grades 3 or above, the curriculum contains a unit on Internet safety, the scope of which shall be determined by the Superintendent or designee. In kindergarten through grade 2, age-appropriate Internet safety must be taught.

**25** 105 ILCS 5/10-20.73 (final citation pending), 5/10-20.74, and 5/27-22(e)(3.5), added by P.A. 101-654. 105 ILCS 5/10-20.74, added by P.A. 101-654, requires that districts submit an annual report to ISBE regarding educational technology capacities and policies. See the subhead **Educational Technology Committee** and f/n 20 in 2:150-AP, *Superintendent Committees*.

**26** 105 ILCS 5/27-12.

**27** Required as part of a district's Bullying Prevention and Response Plan pursuant to 105 ILCS 5/27-23.7. Because of the negative outcomes associated with bullying in schools, the Ill. General Assembly has found "that [school districts] should educate students, parents, and [school district personnel] about what behaviors constitute prohibited bullying." 105 ILCS 5/27-23.7(a). This language aligns with policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. ~~which requires bullying prevention instruction as part of a district's Bullying Prevention and Response Plan~~

The Ill. General Assembly invited boards to "make suitable provisions for instruction in gang resistance education and training in all grades and include such instruction in the courses of study regularly taught in those grades." See 105 ILCS 5/27-23.10(c). A board that shares this concern may add the following option: "In addition, in all grades gang resistance education and training must be taught."

**28** 105 ILCS 5/27-3 requires the Pledge of Allegiance to be recited every day in elementary and secondary schools. See also Palmer v. City of Chicago, 466 F. Supp. 600 (N.D. Ill. 1979) (teacher would not teach and direct the Pledge of Allegiance to the flag of the United States for religious reasons and was terminated for not doing so because it was part of the curriculum). Requirements for displaying a U.S. flag at each school and in each classroom are found in 5 ILCS 465/3 and 465/3a.

Note that the Illinois statute does not require every student to recite the *Pledge* – that kind of mandatory participation would violate the U.S. Constitution. Schools may not coerce a student into saying the *Pledge*, nor may they punish students for refusing to participate in any aspect of the flag ritual, including standing, saluting the flag, and reciting the *Pledge*. West Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624 (1943); Sherman v. Cmty. Consol. Sch. Dist. 21 of Wheeling Twp., 980 F.2d 437 (7th Cir. 1992). Consider using permissive rather than mandatory language to introduce the recitation of the *Pledge*, such as, "You may now stand to recite the *Pledge*." Schools may, of course, require that non-participants maintain order and decorum appropriate to the school environment.

**29** The phrase "after recommendation by the Superintendent" is optional. If a superintendent does not bring this topic to the board for discussion, the board may not have a trigger to make the determination.

at a minimum of three days per five-day week.**30** For exemptions and substitutions, see policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*. **31**

10. ~~8~~. In all schools, health education must be stressed, including:**32** (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades.**33** The Superintendent shall implement a comprehensive health education program in accordance with State law. **34**

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**30** 23 Ill.Admin.Code §1.425(b). ~~amended at 42 Ill. Reg. 11540~~ Boards that want their daily physical education requirement to align with their goal in policy 6:50, *School Wellness*, may replace "minimum of three days per five-day week" with their local daily requirements. See f/n 10 in policy 6:50, *School Wellness*.

**31** 105 ILCS 5/27-5 requires school boards to provide for students' physical education and allows the P.E. course offered in grades 5 through 10 to include the health education courses required by State law. See also 23 Ill.Admin.Code §1.425. ~~added at 40 Ill. Reg. 2990.~~

105 ILCS 5/27-6, ~~amended by P.A. 100-465~~, describes when students may be excused from P.E. See also 23 Ill.Admin.Code §1.425(d), ~~amended at 42 Ill. Reg. 11540~~.

105 ILCS 5/27-6 ~~amended by P.A. 100-465,~~ contains an exception to the minimum of three days per five-day week P.E. requirement for schools engaged in block scheduling; if this is applicable, substitute this sentence for the second-to-last sentence in this paragraph:

> Unless otherwise exempted, all students are required to engage with such frequency as determined by the Board, but at a minimum of three days per five-day week, during the school day, except on block scheduled days, in a physical education course.

105 ILCS 5/27-6.5 describes physical fitness assessments required, beginning with the 2016-17 school year and every school year thereafter, for grades 3-12 in an effort to meet State Goal 20 of the Illinois Learning Standards for Physical Development and Health at: www.isbe.net/Pages/Physical-Education-and-Health.aspx. See also 23 Ill.Admin.Code §1.425 (f) and (h) amended at ~~42 Ill. Reg. 11540~~; ISBE's *IL Fitness Assessments and Data Reporting Requirements Questions and Answers (Rev. 2017)* at: . ~~20172-15-18) at: www.isbe.net/Documents/fitness-asmt-faq.pdf. www.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf#search=Fitness%20Assessments%20and%20Data%20Reporting%20Requirements%20Questions%20and%20Answerswww~~.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf#search=Fitness%20Assessments%20and%20Data%20Reporting%20Requirements%20Questions%20and%20Answers. www.isbe.net/Documents/Physical_Fitness_Assessment_FAQ.pdf#search=Fitness%20Assessments%20and%20Data%20Reporting%20Requirements%20Questions%20and%20Answers.

105 ILCS 5/27-7 describes the goals and requirements for P.E. courses; these are re-stated in this sample policy.

**32** Citations for letters (a) - (e), required by the Comprehensive Health Education Program (105 ILCS 110/3) in this paragraph follow:

(a) 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7 (proper nutrition) and see also policy 6:50, *School Wellness*.

(b) Id. (physical fitness) and see also policy 6:50, *School Wellness*.

(c) Id. (sound mind and healthy body).

(d) 105 ILCS 5/27-13.2 (dangers and avoidance of abduction). The Ill. State Police and ISBE must develop instruction on child abduction prevention. 20 ILCS 2605/2605-480.

(e) 105 ILCS 110/3 and 105 ILCS 5/10-23.13, amended by P.A. 102-610 a/k/a *Erin's Law* (child sexual abuse prevention). While 105 ILCS 5/10-23.13(b) states pre-K through 12th, this policy uses *all grades* for brevity and ease of administration. *Erin's Law* requires a policy addressing child sexual abuse prevention and curriculum content on that subject (see sample policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*). A sentence in 6:60-AP1, *Comprehensive Health Education Program*, restates the basic recommendations ~~for a child sexual abuse prevention program~~ from page 16 of the *Erin's Law* Taskforce Final Report (Report) to Governor Quinn at: www.isbe.net/Documents/erins-law-final0512.pdf, which was the basis for HB 1975 text, which did not pass in the first half of the 102nd Ill. General Assembly but is used as the basis for sample content to implement P.A. 102-610 due to that Public Act's vagueness. The professional educator training component of *Erin's Law* is addressed in policies 5:90, *Abused and Neglected Child Reporting* and 5:100, *Staff Development Program*. The Report also encouraged parental involvement because parents play a key role in protecting children from child sexual abuse.

**33** See f/n 11 in sample policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, for a definition of *evidence-informed*. 105 ILCS 5/10-23.13, amended by P.A. 102-610.

**34** 105 ILCS 110/3, amended by P.A.s 101-305 and P.A. 102-464;, ~~eff. 1-1-20,~~ and 23 Ill.Admin.Code §1.420(n). Each school system shall provide a program in compliance with the Critical Health Problems and Comprehensive Health Education Act, 105 ILCS 110/.

More detailed critical health problems and comprehensive health education program content is described in administrative procedure 6:60-AP1, *Comprehensive Health Education Program*. That procedure follows the Comprehensive Health Education Program law (CHEP), 105 ILCS 110/3, amended by P.A. 102-464, and it formerly included the requirements for the development of the now-repealed family life and sex education programs in 105 ILCS 5/27-9.1 and 9.2, amended by P.A.s 100-684, 101-579, 102-412 and repealed by P.A. 102-522.

The former family life and sex education programs were replaced with the National Sex Education Standards (NSES) (105 ILCS 5/27-9.1a, added by P.A. 102-522) and a developmentally appropriate consent education curriculum (105 ILCS 5/27-9.1b, added by P.A. 102-522). But at the time of **PRESS** Issue 108's publication, the term *family life*, "including evidence-based and medically accurate information regarding sexual abstinence," remained in the CHEP (105 ILCS 110/3, amended by P.A. 102-464). The CHEP also includes many other health education topics that all elementary and secondary schools in Illinois must provide, including *teen dating violence* (105 ILCS 110/3.10, see 7:185, *Teen Dating Violence Prohibited*, for the required "teen dating violence policy") and cardiopulmonary resuscitation and automated external defibrillator use. Id. For ease of administration, 6:60-AP1, *Comprehensive Health Education Program*, content includes reference to the new NSES curriculum that is outlined in more detail at 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*. 105 ILCS 5/27-9.1a, added by P.A. 102-522. While the NSES law is effective immediately, ISBE has until 8-1-22 to develop its learning standards and resources, and at the time of **PRESS** Issue 108's publication, no guidance existed about whether districts that provide the now-repealed family life and sex education programs formerly in 105 ILCS 5/27-9.1 and 9.2, repealed by P.A. 102-522, could continue to do so for: (a) their 21-22 school years, and/or (b) continuing into the 22-23 school year and school years beyond that into the future. Consult the board attorney if the district offered the now-repealed family life and sex education program to assess whether that program may continue during the 21-22 school and/or school years beyond.

Two choices exist for school boards related to providing students with a sex education curriculum:

1. No sex education; or
2. NSES a/k/a Comprehensive Personal Health and Safety and Sexual Health Education Program (105 ILCS 5/27-9.1a, added by P.A. 102-522, and see 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*).

While boards are not required to include sex education curriculum information in their policies, if they offer it, the new law requires them to identify the curriculum their districts use along with the name and contact information, including an email address, of a school staff member who can respond to inquiries about instruction and materials. 105 ILCS 5/27-9.1a(e), added by P.A. 102-522. Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*.

**For boards that do offer NSES but do not wish to communicate it in this policy, ensure that superintendents:** (1) identify the curriculum along with the name and contact information, including an email address of the school staff member designated to respond to inquiries about instruction and materials (see 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*); and (2) implement both 6:60-AP1, *Comprehensive Health Education Program*, and 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*.

**For boards that want to communicate to their communities in this policy that they offer NSES, insert the following text into the last sentence in number 10:**

The Superintendent shall implement a comprehensive health education program in accordance with State law, including a personal health and safety and sexual health education program (National Sex Education Standards) pursuant to 105 ILCS 5/27-9.1a.

Legal Reference insertions are not necessary with the statute in the text of the policy. Ensure: (1) the implementation of both 6:60-AP1, *Comprehensive Health Education Program* and 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*, align with this policy; and (2) that the superintendent identifies the curriculum along with the name and contact information, including an email address of the school staff member designated to respond to inquiries about instruction and materials (see 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*).

**For boards that communicated NSES in this policy and also want to communicate that they additionally offer developmentally appropriate consent education curriculum, insert the following sentence as the last sentence of the number 10 paragraph:**

The Superintendent shall also implement a developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b.

Legal Reference insertion is not necessary with the statute in the text of the policy. Ensure the implementation of 6:60-AP3, *Developmentally Appropriate Consent Education*, aligns with this policy.

**For boards that do offer NSES and do not communicate that in policy AND/OR boards that do not offer NSES, but want to communicate that they offer developmentally appropriate consent education curriculum, insert the following text into the last sentence in number 10:**

The Superintendent shall implement a comprehensive health education program in accordance with State law, including a developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b.

Legal Reference insertion is not necessary with the statute in the text of the policy. Ensure that implementation of 6:60-AP3, *Developmentally Appropriate Consent Education*, aligns with this policy.

11. ~~9.~~ In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels. **35**
12. In grades 9 through 12, consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system. **36 37**
13. Beginning in the fall of 2022, in grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject. **38**
14. Beginning in the fall of 2022, in grades 9 through 12, a unit of instruction on media literacy that includes, but is not limited to, all of the following topics: (a) accessing information to evaluate multiple media platforms and better understand the general landscape and economics of the platforms, and issues regarding the trustworthiness of the source of information; (b) analyzing and evaluating media messages to deconstruct media representations according to the authors, target audience, techniques, agenda setting, stereotypes, and authenticity to distinguish fact from opinion; (c) creating media to convey a coherent message using multimodal practices to a specific target audience that includes, but is not limited to, writing blogs, composing songs, designing video games, producing podcasts, making videos, or coding a mobile or software application; (d) reflecting on media consumption to assess how media affects the consumption of information and how it triggers emotions and behavior; and (e) social responsibility and civics to suggest a plan of action in the class, school, or community for engaging others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason. **39**

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**35** 23 Ill.Admin.Code §1.420(i). See 105 ILCS 435/, Vocational Education Act.

A unit or high school district may offer workplace preparation instruction in grades 9 through 12 that covers legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and protections for employees. 105 ILCS 5/27-23.14, added by P.A. 101-347.

For high school and unit boards, insert "5/27-23.14," after 105 ILCS 5/27-23.11 in the Legal References or if a board offers a course on hunting safety as part of its curriculum during the school day (see the option in f/n 52 below), after its Legal Reference 105 ILCS 5/27-23.13, and the following text to the end of number 11 if the board wants to offer workplace preparation instruction:

In grades 9-12, workplace preparation instruction will be offered, covering legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and protections for employees.

**36** 105 ILCS 5/27-12.1; 23 Ill.Admin.Code §1.420(k). P.A. 99-284 added these subjects to the required consumer education course: consumer debt, higher education student loans, and identity-theft security.

**37** For high school and unit boards that want to offer a unit of instruction about the process of naturalization pursuant to 105 ILCS 5/27-23.15, added by P.A. 102-472, insert an optional number 13, and amend numbers after it accordingly:

13. In grades 9 through 12, a unit of instruction about the process of naturalization by which a foreign citizen or foreign national becomes a U.S. citizen that includes content from the components of the naturalization test administered by the U.S. Citizenship and Immigration Services.

**38** 105 ILCS 5/27-22(e)(3.5), added by P.A. 101-654. At the time of **PRESS** Issue 108's publication, no definition or further information from ISBE existed about what *computer literacy* means. A common sense approach presumes the term includes those concepts carved out of computer science, such as everyday use of computers, keyboarding, accessing the Internet, etc.

**39** 105 ILCS 5/27-20.08, added by P.A. 102-55. *Media literacy* means the ability to access, analyze, evaluate, create, and communicate using a variety of objective forms, including, but not limited to, print, visual, audio, interactive, and digital texts.

15. ~~10.~~ Beginning in the fall of 2023, in grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. *Computer science* means the study of computers and algorithms, including their principles, hardware and software designs, implementation, and impact on society. Computer science does not include the study of everyday uses of computers and computer applications; e.g., keyboarding or accessing the Internet. **40**
16. ~~11~~. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it. **41**
17. ~~12.~~ In all schools, United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovakians in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, and (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America. **42**

    In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week. **43**
18. ~~13~~. In grade 7 and all high school courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film. **44**
19. ~~14~~. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945,

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**40** Optional until fall 2023; 105 ILCS 5/27-23.15(b), added by P.A. 101-654.

**41** 105 ILCS 5/27-13.1; 23 Ill.Admin.Code §1.420(l). ~~amended at 42 Ill. Reg. 11535~~

**42** 105 ILCS 5/27-21, amended by P.A.s 101-227 (adding the roles and contributions of LGBT people in U.S. and Illinois), 101-341 ~~eff. 1-1-20 (beginning with the 2020-2021 school year~~, adding (Illinois history), 101-643 (during a public health emergency, allowing schools to obtain demonstrated evidence from students remotely that they have comprehensive knowledge of United States history), and 102-411 (adding contributions made to society by Americans of different faith practices); 23 Ill.Admin.Code §1.420(r). "[O]btain demonstrated evidence from students remotely" is not clear. The practical reading is that it refers to teachers collecting evidence through remote assessments when students are engaged in a remote learning program during a disaster declaration due to a public health emergency.

105 ILCS 5/27-21, amended by P.A. 101-643, does not specify at what grade level districts must cover these topics as part of U.S. history instruction; however, no student may graduate from grade 8 unless the student has received instruction in U.S. history and demonstrated comprehensive knowledge of the subject matter.

For guidance about the requirements of adding the roles and contributions of LGBT people in U.S. and Illinois, see:

1. *Inclusive Curriculum Law Frequently Asked Questions (FAQs)* at: www.phimc.org/wp-content/uploads/2020/05/Inclusive-Curriculum-FAQs.pdf;
2. Inclusive Curriculum Law Overview at: www.phimc.org/wp-content/uploads/2020/05/Inclusive-Curriculum-One-Pager.pdf; and
3. Inclusive Curriculum Implementation Guidance (Condensed Edition) at: www.isbe.net/Documents/Support-Students-Implementation-Guidance.pdf.

**43** Section 111 of Division J of Pub. L. 108-447, the Consolidated Appropriations Act, 2005, 12-8-04; 118 Stat. 2809, 3344-45 (Section 111). Section 111(b) states: "[e]ach educational institution that receives Federal funds for a fiscal year shall hold an educational program on the U.S. Constitution on September 17 of such year for the student served by the educational institution."

**44** 105 ILCS 5/27-3.5. The Congressional Medal of Honor film is available on ISBE's website for no cost at: www.isbe.net/Pages/Medal-of-Honor.aspx.

Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan. **45**

20. ~~15.~~ In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women. **46**
21. ~~16.~~ In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans. **47**
22. ~~17~~. In all schools offering a secondary agricultural education program, the curriculum includes courses as required by 105 ILCS 5/2-3.80. **48**
23. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement. **49**
24. ~~18~~. Beginning in the fall of 2022, in all schools, instruction as determined by the Superintendent or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States. **50**
25. ~~19.~~ In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling. **51** **52**

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**45** 105 ILCS 5/27-20.3. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee.

**46** 105 ILCS 5/27-20.5. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. House Resolution 365 (98th General Assembly, 2013) and Senate Resolution 1073 (98th General Assembly, 2014) both urge all Illinois educators to share with students of an appropriate age the story of *comfort women* when discussing the history of Asia or World War II, or the issue of human trafficking.

**47** 105 ILCS 5/27-20.4, amended by P.A. 101-654. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. A school may meet this curriculum requirement through an online program or course. Id. ~~as amended by P.A. 100-634~~

**48** 105 ILCS 5/2-3.80(e) or (f), as applicable.

**49** 105 ILCS 5/27-23.8. The statute requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. The statute requires that the instruction be founded on the principle that all students, including students with disabilities, have the right to exercise self-determination. It urges districts to request individuals with disabilities to assist with the development and delivery of this instruction and allows instruction to be supplemented by knowledgeable guest speakers.

**50** 105 ILCS 5/27-20.8, added by P.A. 102-44. Id. at (c) states that the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate] will monitor districts' compliance with this law during the annual compliance review visits. Districts may meet this law's requirements through online programs or courses. Id. at (d). 105 ILCS 5/3-0.01 states any reference to "regional superintendent" include the chief administrative officer of Intermediate Service Centers established under 105 ILCS 5/2-3.62.

**51** 105 ILCS 5/27-23.11 1, ~~added by P.A. 100-1056~~ requires districts that maintain any of the grades kindergarten through 8 to adopt a policy. The law is silent about how to educate students on this topic. See 6:60-AP1, E2, *Resources for Biking and Walking Safety Education*, for additional information.

**52** A school district may offer a course on hunting safety as part of its curriculum during the school day. 105 ILCS 5/27-23.13, (~~final citation pending~~) added by P.A. 101-152. No grade levels are specified in the statute. Insert "5/27-23.13," ~~(final citation pending)~~ after 105 ILCS 5/27-23.11 in the Legal References, and an optional number 26, if the board wants to offer a course on hunting safety as part of its curriculum:

In grade(s) [*insert grade level(s)*], a course on hunting safety will be offered during the school day.

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

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education)

# Instruction

## Education of Children with Disabilities [1]

The School District shall provide a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District, as required by the Individuals With Disabilities Education Act (IDEA) and implementing provisions of the School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act.[2] The term *children with disabilities*, as used in this policy, means children between ages 3 and 21 (inclusive)[3] for whom it is determined, through definitions and procedures described in the Ill. State Board of Education (ISBE) *Special Education* rules, that special education services are needed. Children with disabilities who turn 22 years old during the school year are eligible for such services through the end of the school year. [4]

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

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

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**1** State or federal law controls this policy's content. Each school district and special education cooperative must develop written special education policies and procedures in conformance with ISBE rules. 23 Ill.Admin.Code §226.710. In its continuing commitment to help school districts and special education cooperatives comply with ISBE requirements for policy and procedure, the Ill. Council of School Attorneys, special education committee, reviewed this policy and prepared extensive procedures, *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities*, at: www.iasb.com/law/.

**2** Opinions vary regarding the extent of a district's responsibility for providing FAPE to dually enrolled students, i.e., whether the responsibility is limited to the extent necessary to access the public portion of their education. Contact the board attorney for advice.

**3** 105 ILCS 5/14-6.01 states that high school districts are financially responsible for the education of children with disabilities who reside in their districts when such children reach age 15, but they may admit children with disabilities into special education facilities without regard to graduation from the eighth grade after they reach age 14 ½. When a child with a disability turns 14 ½ years old, it is the elementary school district's responsibility to notify the high school district of the child's current eligibility, program, and evaluation data upon which the current program is based. Id.
For elementary districts, edit ages as follows: ages 3 and 15~~21 (inclusive)~~.
For high school districts, edit ages as follows: ages ~~3~~14 (or has graduated from 8th grade) and 21 (inclusive).

**4** 105 ILCS 5/14-1.02, amended by P.A. 102-172. Delete this sentence for elementary school districts. IDEA funds cannot be used to provide services for students beyond the age of 21. See ISBE's *Frequently Asked Questions: Public Act 102-0172 and Public Act 102-0173* (July 2021), at www.isbe.net/Documents/FAQ-HB-40-HB-2748.pdf. **Consult the board attorney for further guidance**.

parent(s)/guardian(s) to examine relevant records, an impartial hearing with opportunity for participation by the student's parent(s)/guardian(s), representation by counsel, and a review procedure. [5]

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

If necessary, students may also be placed in nonpublic special education programs or education facilities. [6]

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

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

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**5** Districts must use ISBE's procedural safeguards for students who qualify for services under IDEA. For students who qualify for services exclusively under Section 504, the district must establish a system of procedural safeguards or use the ones provided by ISBE *Special Education* rules. 23 Ill.Admin.Code §§226.500-570. ISBE rules are more extensive than is required by Section 504 and districts may, as the policy provides, develop their own procedures. See 6:120-AP1, E1, *Notice to Parents/Guardians Regarding Section 504 Rights*.

**6** The district may be eligible to receive reimbursement from the State for the student's expenses. 105 ILCS 5/14-7.02.

# Instruction

## Accelerated Placement Program [1]

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential.[2] The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP.[3] APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade.[4] Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented.[5] Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in School Board policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner. [6]

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s); [7]
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; [8]
3. Assessment processes that include multiple valid, reliable indicators; and [9]

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**1** State law requires this subject matter be covered by policy and controls its content. 105 ILCS 5/14A ~~amended by P.A. 100-421~~ (the Accelerated Placement Act (APA)); 23 Ill.Admin.Code Part 227. Ill. State Board of Education (ISBE) rules require this policy to be posted on the district website, if available. 23 Ill.Admin.Code §227.60(a). ISBE rules also require districts to annually report, by July 31, demographic information regarding students participating in accelerated placement. 23 Ill.Admin.Code §227.60(c).

**2** Optional. Ensure this statement matches the board's current educational philosophy and objectives. See policy 6:10, *Educational Philosophy and Objectives.*

**3** 105 ILCS 5/14A-17 ~~added by P.A. 100-421~~; 23 Ill.Admin.Code §227.5.

**4** Id. For high school districts, delete "~~; and (c) early entrance to kindergarten or first grade~~" and insert the word "and" between (a) and (b).

Attorneys disagree whether the APA conflicts with 105 ILCS 5/10-20.12 (*School year – School age.)*. The APA requires accelerated placement to include "early entrance to kindergarten or first grade." 105 ILCS 5/14A-17. 105 ILCS 5/10-20.12 *permits* districts to offer early entrance to kindergarten or first grade "based upon an assessment of the student's readiness to attend school." 105 ILCS 5/10-20.12 also states that students may enter first grade early when they: (1) are assessed for readiness; (2) have attended a non-public preschool and continued their education at that school through kindergarten; (3) were taught in kindergarten by an appropriately certified teacher; and (4) will attain the age of 6 years on or before December 31. Id. See sample policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools.* **Consult the board attorney for guidance**.

**5** 105 ILCS 5/14A-32(a)(1) ), ~~added by P.A. 100-42~~; 23 Ill.Admin.Code §227.5.

**6** 105 ILCS 5/14A-25. , ~~amended by P.A. 100-421.~~

**7** 105 ILCS 5/14A-32(a)(2) , ~~added by P.A. 100-421~~ requires that the accelerated placement policy include "a fair and equitable decision-making process that involves multiple persons and includes a student's parents or guardians" but does not specify what individuals are to be involved or limit those individuals to district employees. Amend this listing to align with the local board's preference.

**8**. ~~105 ILCS 5/14A-32~~Id. at (a)(3~~), added by P.A. 100-42~~

**9** ~~105 ILCS 5/14A-32~~Id. at (a)(3~~), added by P.A. 100-42~~

4. By the fall of 2023, the automatic enrollment, in the following school term, of a student into the next most rigorous level of advanced coursework offered by the high school if the student meets or exceeds State standards in English language arts, mathematics, or science on a State assessment administered under 105 ILCS 5/2-3.64a-5, as follows: [10]

   a. A student who meets or exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.

   b. A student who meets or exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.

   c. A student who meets or exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework.[11] Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate. [12]

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**10** Required by 105 ILCS 5/14A-32(a-5), added by P.A. 101-654 and amended by P.A. 102-209, for all districts, including elementary-only districts. Though not explained in the statute, this is likely because State assessments in English language arts, mathematics, and science are required in grades 3 through 8 (105 ILCS 5/2-3.64a-5) and a student's State assessment results may place the student in high school courses. Consult the board attorney about practical implementation issues for an elementary school district, e.g., what to do if the elementary school district does not have a program for students to enroll in high school courses (see sample policy 6:315, *High School Credit for Students in Grade 7 or 8*), or if the elementary school district would like to offer advanced coursework not offered by the high school.

A district must provide the parents/guardians of a student eligible for automatic enrollment with the option to instead enroll in alternative coursework that better aligns with the student's postsecondary education or career goals. For a student entering grade 12, the next most rigorous level of advanced coursework in English language arts or mathematics must be a *dual credit course* (as defined in the Dual Credit Quality Act, 110 ILCS 27/5), an *Advanced Placement course* (as defined in the College and Career Success for All Students Act, 105 ILCS 302/10), or an International Baccalaureate course. The same is true for all other subjects, except that the next most rigorous level of advanced coursework may also include an honors class, an enrichment opportunity, a gifted program, or another program offered by the district. 105 ILCS 5/14A-32(a-5), added by P.A. 101-654 and amended by P.A. 102-209. See 6:135-AP, *Accelerated Placement Program Procedures*.

**11** Optional. 105 ILCS 5/14A-32(b)(1), amended by P.A. 101-654, permits, but does not require "procedures for annually informing the community at-large, including parents or guardians, community-based organizations, and providers of out-of-school programs, about the accelerated placement program and the methods used for the identification of children eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework[.]"

**12** Optional. 105 ILCS 5/14A does not require this but it is a recommended best practice and aligns with sample policy 7:10, *Equal Educational Opportunities*.

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

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

# Instruction

## Extended Instructional Programs [1]

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

1. Nursery schools for children between the ages of 2 and 6 years. [2]
2. Before-and after-school programs for students in grades K-6. [3]
3. Child care and training center for pre-school children and for students whose parents work. [4]
4. Model day care services program in cooperation with the State Board of Education. [5]
5. Tutorial program. [6]
6. Adult education program. [7]
7. Outdoor education program. [8]
8. Summer school, whether for credit or not. [9]
9. Independent study, whether for credit or not. [10]
10. Support services and instruction for students who are, or whose parents/guardians are, chemically dependent. [11]

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**1** State or federal law controls this policy's content. However, all programs listed in this policy are optional. The district may charge a fee for programs numbered 1-4, 6, 8, 9, and 14. Delete the sentences that the board does not offer.

**2** 105 ILCS 5/10-23.2. ~~A school district may offer a course on hunting safety as part of its curriculum during the school day or as part of an after-school program. 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-152. Unlike the before-and-after-school programs authorized by 105 ILCS 5/10-23.2, no grade levels are specified for the hunting safety course or the after-school program in which it may be offered. 105 ILCS 5/27-23.13 (final citation pending).~~

**3** 105 ILCS 5/10-22.18b. A school district may offer a course on hunting safety as part of its curriculum during the school day or as part of an *after-school program*. 105 ILCS 5/27-23.14, added by P.A. 101-152 and renumbered by P.A. 102-558. Unlike the before-and-after-school programs authorized by 105 ILCS 5/10-23.2, no grade levels are specified for the hunting safety course or the after-school program in which it may be offered. Id.

**4** 105 ILCS 5/10-22.18a.

**5** 105 ILCS 5/10-22.18c. Student parents cannot be charged a fee for such day care services, however school personnel who use the services may be charged a fee. Id.

**6** 105 ILCS 5/10-22.20c.

**7** 105 ILCS 5/10-22.20, amended by P.A. 101-289. A school board may appoint a director of adult education. 105 ILCS 5/10-22.20b.

**8** 105 ILCS 5/10-22.29.

**9** 105 ILCS 5/10-22.33A and 5/10-22.33B. Each course offered for high school graduation must provide at least 60 hours of classroom instruction for the equivalent of one semester of high school course credit. 105 ILCS 5/27-22.1. 105 ILCS 5/10-22.33B authorizes districts to conduct a *high-quality* summer school program. Students at risk in language arts or mathematics may be required to attend such programs. Section 10-22.33A permits districts "to fix and collect a charge for attendance at such courses in an amount not to exceed the per capita cost of the operation" or to waive such charges if the family of a pupil is indigent or if the pupil is required to attend such courses.

**10** Independent study allows students to expand their knowledge in curricular areas not offered as part of the district's basic program.

**11** 105 ILCS 110/3. Such services and instruction may be offered as part of existing curricula during the school day or as part of an after school program. Id.

11. Anti-bias education and activities to address intergroup conflict resolution. [12]
12. Volunteer service credit program. [13]
13. Vocational academy. [14]
14. Advanced vocational training and/or career education program. [15]

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

CROSS REF.: 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering

**12** 105 ILCS 5/27-23.6. The statutory objectives of such a program are to "improve intergroup relations on and beyond the school campus, defusing intergroup tensions, and promoting peaceful resolution of conflict." A board that adopts a policy to incorporate activities to address anti-bias education and intergroup conflict resolution shall make certain information available to the public ~~and shall disseminate it as specified in the statute~~ include it on the district's website, if any, and make it available in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. Districts may also include the information in a student handbook and in district newsletters. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook.

See also f/n 23 in sample policy 6:60, *Curriculum Content*, and ensure that these policies align. Consult the board attorney if the district wishes to offer intergroup conflict resolution separately from anti-bias education; it is unclear whether these topics may be offered separately because the law lists them together.

**13** 105 ILCS 5/27-22.3. For secondary school students only. Id.

**14** Vocational Academies Act. 105 ILCS 433/. The Act's purpose is to "integrate workplace competencies and career and technical education with core academic subjects." School districts are permitted to partner with community colleges, local employers, and community-based organizations to establish a vocational academy that functions as a 2-year school within a school for grades 10 through 12. Grant funds may be available from ISBE at: www.isbe.net/Pages/Grants.aspx.

**15** 105 ILCS 5/10-22.20a, permits districts to enter joint agreements with community college districts and other school districts to provide career education or advanced vocational training to students in grade 11 and higher to prepare for a trade. The duration of such program may not exceed two years for any district pupil. Participating community colleges may bill participating districts, but payments may not exceed actual operating costs. Participating high schools may use State aid monies to pay the charges. Id.

# Instruction

## Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct [1]

The Superintendent or designee shall establish a *Bring Your Own Technology* (BYOT) *Program*. The program will: [2]

1. Promote educational excellence by facilitating resource sharing, innovation, and communication to enhance (a) technology use skills; (b) web-literacy and critical thinking skills about Internet resources and materials, including making wise choices; and (c) habits for responsible digital citizenship required in the 21st century. [3]
2. Provide sufficient wireless infrastructure within budget parameters. [4]
3. Provide access to the Internet only through the District's electronic networks. [5]
4. Identify approved BYOT devices and what District-owned technology devices may be available; e.g., laptops, tablet devices, E-readers, and/or smartphones.
5. Align with Board policies 4:140, *Waiver of Student Fees*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; 5:125, *Personal Technology and Social Media; Usage and Conduct*; 5:170, *Copyright*; 6:120, *Education of Children with Disabilities*; 6:235, *Access to Electronic Networks*; 7:140, *Search and Seizure*; 7:180, *Prevention of and Response to Bullying, Intimidation, and*

[1] This policy is optional. It concerns an area in which the law is unsettled. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. Consult the board attorney and the district's information technology professional(s) for advice to create a legally sound program that fits your district's mission statement for instruction.

[2] Customize paragraphs 1-8 to reflect the how the program will align with the board's mission statement for instruction and goals for its program.

[3] 105 ILCS 5/27-13.3 and 47 C.F.R. §54.520(c)(1)(i) require Internet safety instruction. See f/n 24~~16~~ in 6:60, *Curriculum Content* for more discussion.

[4] Districts may want to consider a *guest network*, similar to what hotels and other service industry hosts provide to their customers. This can protect a district's network from malicious software, which is discussed in f/n 5 below.

[5] Care must be taken to comply with the Children's Internet Protection Act (CIPA) (47 U.S.C. §254). CIPA requires the district to provide content filters, blocking lists, or district monitoring of Internet website traffic for patterns of usage that could indicate inappropriate network usage. While a program using district-owned technology devices is always subject to the district's electronic network rules, a BYOT program creates the possibility for students to bypass the district's electronic network and access the Internet through their own wireless providers' signals. This *bypass* complicates a district's duty under CIPA because it cannot guarantee students use its electronic network; preventing bypassing is hard for school officials to control.

Consult the board attorney about managing CIPA compliance issues in the context of a BYOT program. This sample policy is conservative, and it requires that CIPA govern the use of any BYOT device's Internet access capability while the device is at school. If the board will allow a student to bypass the district's electronic network and access his or her wireless providers' signals, consult the board attorney.

Care must also be taken to reduce the electronic network's vulnerability to malicious viruses and malware. Malicious viruses and malware are increasingly being targeted to smartphone users. This is evidenced by the Federal Trade Commission (FTC) filing lawsuits around the country accusing companies of ordering or engineering the sending of hundreds of millions of spam text messages to mobile phone users. The district may want to require students to ensure their BYOT devices contain an anti-virus and/or anti-malware software product. While many of these software products are free, some are not. Requiring all BYOT devices to have this type of software presents equity issues between students because it may require parents/guardians to spend funds to participate (see the discussion in f/n 6 below).

*Harassment*; 7:190, *Student Behavior*; 7:340, *Student Records*; and 7:345, *Use of Educational Technologies; Student Data Privacy and Security*. **6**

6. Provide relevant staff members with BYOT professional development opportunities, including the provision of: **7**
   a. Classroom management information about issues associated with the program, e.g., technical support, responsible use, etc.;
   b. A copy of or access to this policy and any building-specific rules for the program;
   c. Additional training, if necessary, about 5:170, *Copyright*; and
   d. Information concerning appropriate behavior of staff members as required by State law and policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*. **8**
7. Provide a method to inform parents/guardians and students about this policy.

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**6** A BYOT program must continue to follow established policies. Boards may use this alternative, "Align with established Board policies."

Managing the following issues may require a consultation with the board attorney:

1. 4:140, *Waiver of Student Fees*, needs examination because most BYOT programs require parents/guardians to spend funds to participate. 105 ILCS 5/10-20.13 requires districts, at a minimum, to waive charges for textbooks and other fees for children whose families are unable to afford them. See also policy 6:210, *Instructional Materials*, stating that district classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials.
2. Management issues concerning 5:125, *Personal Technology and Social Media; Usage and Conduct*, and 5:170, *Copyright* are discussed in f/ns 7 and 8 below.
3. 6:120, *Education of Children with Disabilities*, requires consideration for students with disabilities when integrating any technology programs into the educational environment. As with district-provided devices (often referred to as *1:1 technology programs*), devices must be accessible to students with disabilities, including those who are blind, have low vision or have a disability that affects their ability to access print information. The use of mobile devices that do not allow a student with a disability to access the instructional materials would be a violation of the student's right under the Individuals With Disabilities Education Act (IDEA) (20 U.S.C. §1400 et seq.).
4. 6:235, *Access to Electronic Networks*, is discussed in f/n 5 above.
5. 7:140, *Search and Seizure*, still applies in a BYOT program. The Fourth Amendment protects individuals from searches only when the person has a legitimate expectation of privacy. However, 105 ILCS 5/10-22.6(e) allows school officials to inspect the personal effects left by a student on property owned or controlled by the school, e.g., lockers, desks, and parking lots. Many cases suggest that to search a student's possessions left in the locker, school officials need individualized suspicion of wrongdoing. Many of the issues re: the search of electronic devices that are discussed in 7:190-AP6, *Guidelines for Investigating Sexting Allegations*, will apply to investigations involving BYOT devices. To minimize mediating with law enforcement for parents/guardians about confiscated devices, districts should distinguish whether they are acting upon their own initiative or need to contact law enforcement. See f/ns in policy 7:140, *Search and Seizure*, and the policy's **Seizure of Property** subhead.
6. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, and 7:190, *Student Behavior*, present similar issues to #3 and #4 above. Students must be aware that traditional expectations for appropriate behavior, and the consequences for inappropriate behavior, apply to a BYOT program.
7. See 7:340, *Student Records*. The law is not clear whether materials created by students participating in a BYOT program through a district's network access are *school student records*.
8. 7:345, *Use of Educational Technologies; Student Data Privacy and Security*, requires districts to comply with the Student Online Personal Protection Act (SOPPA), 105 ILCS 85/, amended by P.A. 101-516; see also 23 Ill.Admin.Code Part 380. Implementation of a BYOT program does not exempt a district from complying with SOPPA's contractual and security mandates, including implementation and maintenance of reasonable security procedures and practices designed to protect student's *covered information.* Reasonable security practice guidance adopted by ISBE recommends, in part, that districts create a separate wireless network for personal or untrusted devices. See 7:345 at f/n 11 for more information.

**7** See f/n 1 above re: collective bargaining. Moving forward without properly training educators to manage BYOT issues may create pedagogical problems. One option for this training is to incorporate it into the training required during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*. Many issues involved in BYOT programs intersect with maintenance of appropriate behavior and policy 5:125, *Personal Technology and Social Media; Usage and Conduct*.

**8** 23 Ill.Admin.Code §22.20 and 105 ILCS 5/21B-75, amended by P.A. 102-552~~99-456.~~

8. Include the program in the annual report to the Board as required under policy 6:10, *Education Philosophy and Objectives*.

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

Responsible Use [9]

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

Responsible use in the program incorporates into this policy the individual's *Acceptable Use of Electronic Networks* agreement pursuant to policy 6:235, *Access to Electronic Networks*. Responsible use also incorporates the established usage and conduct rules in policy 5:125, *Personal Technology and Social Media; Usage and Conduct,* for staff and 7:190, *Student Behavior,* for students. Failure to follow these rules and the specific BYOT program student guidelines may result in: (a) the loss of access to the District's electronic network and/or student's BYOT privileges; (b) disciplinary action pursuant to 7:190, *Student Behavior*; 7:200, *Suspension Procedures*; or 7:210, *Expulsion Procedures*; and/or (c) appropriate legal action, including referrals of suspected or alleged criminal acts to appropriate law enforcement agencies.

**9** This section provides general guidelines. A BYOT program will require a parent/guardian authorization to participate in it and specific guidelines for students. See 6:220-E1, *Authorization to Participate in the Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct Agreement;* 6:220-E2, *Bring Your Own Technology (BYOT) Program Student Guidelines*; and 6:235-E5, *Children's Online Privacy Protection Act*. See f/ns 7 and 8 above re: teachers' guidelines. See f/n 1, above discussing how the application of additional guidelines for teachers may have collective bargaining implications.

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

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

# Students

## Student Assignment and Intra-District Transfer [1]

Attendance Areas

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

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

The Superintendent or designee shall maintain a map of the District showing current school attendance areas. All records pertaining to the creation, alteration, or revision of attendance units are open to the public.[3] Students living in a given school attendance area will be assigned to that school.[4] Homeless children shall be assigned according to ~~Board~~ policy 6:140, *Education of Homeless Children*.

Transfers Within the District [5]

A student's parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned. A request should be directed to the Superintendent, who, at his or her sole discretion, may grant the request when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If a request is granted, the parent/guardian shall be responsible for transportation.[6] The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, *Safety*.

Class Assignments

The Superintendent or designee shall assign students to classes.

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**1** 105 ILCS 5/10-21.3a ~~State Law~~ requires that intra-district transfers be covered by policy and controls this policy's content. ~~(105 ILCS 5/10-21.3a).~~

**2** 105 ILCS 5/10-21.3 requires school attendance areas to be periodically revised, if necessary, to prevent or eliminate segregation by color, race, or nationality ~~(105 ILCS 5/10-21.3)~~ .Note that the law uses the term units, but that these are often referred to as attendance areas; this policy uses both terms.

**3** Id.

**4** 105 ILCS 5/10-22.5~~State Law~~ grants boards broad authority concerning assignment of students to schools. ~~(105 ILCS~~ ~~5/10-22.5)~~ A child is presumed to be a resident of the district in which the child's legal custodian resides. 105 ILCS 5/10-20.12b. The facts surrounding a transfer of custody will determine whether residency for school attendance purposes has changed. Turner v. Bd. of Educ. North Chicago Cmty. High Sch. Dist. 123, 294 N.E.2d 264 (Ill. 1973).

**5** The details for intra-district transfers are determined locally; State law does not address when, or even if, intra-district transfers should be granted. For districts that maintain one attendance center, delete this subhead.

**6** To limit the acceptable reasons supporting a transfer request, a board should consider this alternative: "…when the parent(s)/guardian(s) demonstrate that the student could be better accommodated by the educational program at another school … ."

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

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

# Students

## Residence [1]

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law.[2] A student's residence is the same as the person who has legal custody of the student. [3]

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or ~~Power of Attorney~~ affidavit stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency. [4]

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition. [5]

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school. [6]

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within ~~60 days~~

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[1] State or federal law controls this policy's content. For a resource, see the Ill. State Board of Education's non-regulatory guidance, *Residency & Enrollment, Immigrant Pupils, Homeless Pupils and School Fees & Waivers* at www.isbe.net/Pages/Student-Registration-and-Enrollment-Guidance.aspx.

[2] In certain cases, no tuition may be charged for nonresident children placed: (1) by the Ill. Dept. of Children and Family Services ~~DCFS~~ with a foster parent or childcare facility (105 ILCS 5/10-20.12b); or (2) with a person who (i) has temporary custody of a child of a person who is on active military duty, and (ii) is responsible for making decisions for that child (105 ILCS 70/). When special education services are provided, *resident district* is determined by 105 ILCS 5/14-1.11 and 14-1.11a, amended by P.A. 102-514.

[3] In the case of divorced or divorcing parents, the Ill. Marriage and Dissolution of Marriage Act (IMDMA), 750 ILCS 5/, ~~amended by P.A. 99-90~~ provides that "for purposes of Section 10-20.12b of the School Code only, the parent with the majority of parenting time is considered to have legal custody." See 750 ILCS 5/606.10. . ~~P.A. 99-90~~ The IMDMA also requires a *parenting plan* that sets forth a child's residential address for school enrollment purposes. 750 ILCS 5/602.10(f)(6). **Consult the board attorney when the residential address set forth in a parenting plan is not the address of the parent with the majority of parenting time.**

[4] 105 ILCS 5/10-20.12b. In order to establish residence, a school district may not require a parent to transfer custody/guardianship to the person with whom the child is living. Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992). See also Joel R. v. Bd. of Educ. of Manheim Sch. Dist. 83, 292 Ill.App.3d 607 (1st Dist. 1997).

[5] 105 ILCS 5/10-20.12a.

[6] 105 ILCS 5/10-20.12b(a-5).

six months after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition. [7]

Requests for Nonresident Student Admission [8]

Nonresident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for nonresident admission. The Superintendent may approve the request subject to the following: [9]

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law. [10]
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Nonresident Students Pursuant to an Agreement or Order [11]

Nonresident students may attend District schools tuition-free pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.
2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and nonresident pupils of charitable institutions.
3. According to an intergovernmental agreement.
4. Whenever any State or federal law or a court order mandates the acceptance of a nonresident student.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required to establish residency.[12]

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**7** 105 ILCS 5/10-22.5a(a-5), amended by P.A. 102-126. Military personnel must provide proof that the child will be living within the district within ~~60~~ six months ~~days~~ after the date of initial enrollment. Proof of residency may include postmarked mail addressed to the military personnel and sent to an address located within the district, a lease agreement for occupancy of a residence located within the district, or proof of ownership of a residence located within the district.

**8** Optional. A district that wants to include this subhead should specify and customize the listed criteria to match local conditions.

**9** State law is silent regarding nonresident student enrollment except to require the parent(s)/guardian(s) to pay tuition. 105 ILCS 5/10-20.12a and 5/10-20.12b.

**10** 105 ILCS 5/10-20.12a specifies a formula for calculating the maximum amount a district can charge nonresident students.

**11** The agreement described in #1 is optional (105 ILCS 5/10-22.5a(a)) and districts are not required to enter into such agreements nor to alter existing transportation services due to the attendance of such nonresident students. The agreement described in #2 is optional (105 ILCS 5/10-22.5a(a)); districts should be sure it is consistent with sample policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. An example of an agreement described in #3 is one to accept nonresident students; entering into such an agreement is optional.

**12** Required by 105 ILCS 45~~/1-1 et seq.~~ and the McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq. See §11432 (g)(3)(C)(i).

School Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Challenging a Student's Residence Status [13]

If the Superintendent or designee determines that a student attending school on a tuition-free basis is a nonresident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District[14] and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, 105 ILCS 5/10-20.12b.

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

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

**13** Id. See administrative procedure 7:60-AP1, *Challenging a Student's Residence Status,* for sample procedures implementing this paragraph.

**14** 105 ILCS 5/10-20.12b. , ~~as amended by P.A. 99-670, eff. 1-1-17~~

# Students

## Attendance and Truancy [1]

Compulsory School Attendance [2]

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

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

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student),[3] observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15), other circumstances

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**1** State law requires boards to adopt a policy covering some of the topics herein and controls this policy's content. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-157, requires any school receiving public funds to develop and annually communicate to its students and their parents/guardians an absenteeism and truancy policy. This policy must be updated every two years and filed with the Ill. State Board of Education (ISBE) and the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate]. Id. 105 ILCS 5/3-0.01 states that any references to "regional superintendent" include the chief administrative officer of Intermediate Service Centers established under 105 ILCS 5/2-3.62. ~~105 ILCS 5/26-13 requires a policy identifying supportive services and available resources for truants and chronic truants (defined in 105 ILCS 5/26-2a, amended by P.A. 100-918). 23 Ill.Admin.Code §1.290 requires the same plus that the policy contain a definition of valid cause for absence in accordance with 105 ILCS 5/26-2a and a description of diagnostic procedures to identify the cause(s) of unexcused student absenteeism.~~

**2** 105 ILCS 5/26-2, , ~~amended by P.A. 100-825~~,addresses enrolled students below or over set compulsory attendance ages. The law also requires any persons having custody or control of a child who is enrolled in grades kindergarten through 12 in the public school to cause the child to attend school.

105 ILCS 5/26-1, amended by P.A.s 102-406, 102-266 and 102-321, contains the compulsory school age exemptions. Each listed exception is specifically included in the statute, except the reference to *home school*. See 7:40, *Nonpublic School Students, Including Parochial and Home-Schooled Students*, regarding assigning students who enroll from a non-public school. See 6:150, *Home and Hospital Instruction*, regarding providing instruction to a pregnant student or other student who is medically unable to attend school.

**3** 105 ILCS 5/26-1 and 5/26-2a, amended by P.A.s. 102-266 and 102-321. A student may be absent for mental or behavioral health for up to five days without providing a medical note, and the student must be given an opportunity to make up any missed school work. *Medical note* is not defined, but the same portion of the statute discusses a student's inability to attend school due to a disability being certified by an Illinois licensed physician, chiropractic physician, advanced practice registered nurse, or physician assistant; presumably any of these individuals could provide a *medical note*. After the second mental health day used, the student may be referred to the appropriate school support personnel. Id. See policy 7:250, *Student Support Services*.

that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee.[4] Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe. [5]

Absenteeism and Truancy Program

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

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified. [6]
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran. [7]
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed

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**4** 105 ILCS 5/22-90(a)(1) (final citation pending), added by P.A. 102-157, requires a policy with a definition of valid cause for absence in accordance with 105 ILCS 5/26-2a. These reasons are in 105 ILCS 5/26-2a amended by P.A. 100-810 except that (1) "other reason as approved by the Superintendent," and (2) absences for students to vote authorized by 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, ~~eff. 6-1-20~~ were added. An ISBE rule requires that the absenteeism and truancy policy defines valid causes for absence. 23 Ill.Admin.Code §1.290.

For elementary districts, delete the following phrase from the second sentence of this paragraph: "~~voting pursuant to policy 7:90, *Release During School Hours* (10 ILCS 5/7-42 and 5/17-15),~~" and delete 7:90, *Release During School Hours*, from the Cross References.

For high school and unit districts that do not wish to include the **Voting** subhead in policy 7:90, *Release During School Hours*, amend the second sentence of this paragraph as follows: "~~policy 7:90, Release During School Hours (~~the Election Code, 10 ILCS 5/7-42 and 5/17-15~~,~~)"and delete 7:90, *Release During School Hours* from the Cross References.

**5** See f/n 3. In addition, 105 ILCS 5/10-20.73 (final citation pending), added by P.A. 102-471, requires a written policy related to absences and missed homework or classwork assignments as a result of or related to a student's pregnancy. It makes sense to apply such a policy to all students who are absent for a valid cause.

**6** Any child "necessarily and lawfully employed" may be exempted from attendance by the superintendent "on certification of the facts by and the recommendation of the school board." 105 ILCS 5/26-1. The policy's language serves to delegate this "certification of the facts" to the superintendent or designee. The following option allows a board to consider and include specific criteria in the policy:

> A student may be excused, at the Superintendent's discretion, when: (1) the student has a last period study hall, (2) the parent/guardian provides written permission, (3) the student's employer provides written verification of employment, (4) the student provides evidence of a valid work permit, or (5) other reason deemed justifiable by the Superintendent.

Child Labor laws include: 29 C.F.R. Part 570 (minimum age standards, occupations, conditions, etc.); 820 ILCS 205/, amended by P.A. 102-32 (child labor laws); 56 Ill.Admin.Code Part 250 (child labor regulations).

**7** 105 ILCS 5/26-1. A student must notify the building principal or other administrator at least two days prior to the absence providing the date, time, and location of the military honors funeral. This requirement may be waived if the student did not receive notice at least two days in advance, but the student shall notify the administration as soon as possible of the absence.

A student whose absence is excused to sound *Taps* shall be counted in attendance for purposes of calculating the average daily attendance of students in the district. The district must allow the student reasonable time to make up school work and if school work is satisfactorily completed, the day of absence is counted as an attendance day for the student.

services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. **8**

4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification. **9**
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem. **10**
7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services.**11** See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to:
    a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
    b. Encourage the habit of daily attendance and promote success. **12**
9. ~~8.~~ Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement. **13**

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**8** 105 ILCS 5/26-1., ~~amended by P.A. 100-185~~ Such a student must be granted five days of excused absences in any school year and, at the board's discretion, may be granted additional excused absences to visit the student's parent/guardian. The student and his/her parent/guardian are responsible for obtaining assignments from the student's teacher prior to any period of excused absence and for ensuring that such assignments are completed by the student prior to his/her return to school from the excused absence period. Id.

**9** This notification is required by 105 ILCS 5/26-3b.

**10** 105 ILCS 5/22-90(a)(2) (final citation pending), added by P.A. 102-157; 23 Ill.Admin.Code §1.290(b)(2).

**11** Id. at (3) (final citation pending), added by P.A. 102-157; 23 Ill.Admin.Code §1.290(b)(3). The School Code references to dropout prevention include: 105 ILCS 5/26-3a (regional superintendent activities and annual report); 105 ILCS 5/10-20.25a (annual report by boards); and 105 ILCS 5/1A-4(E) (ISBE report).

**12** 105 ILCS 5/22-90(a)(4) (final citation pending), added by P.A. 102-157, requires the incorporation of provisions relating to chronic absenteeism in accordance with 105 ILCS 5/26-18. 105 ILCS 5/26-18 requires districts to collect and review chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. 105 ILCS 5/26-18(c). The review must include an analysis of chronic absence data from each attendance center. Id. Districts are also encouraged to: (1) provide a system of support to students at risk of reaching or exceeding chronic absence levels, i.e., those available through the Illinois Multi-tiered Systems of Support Network; and (2) make resources available to families, i.e., those available through ISBE's Family Engagement Framework, to support and engage students and their families. 105 ILCS 5/26-18(d). *Chronic absence* means "absences that total 10% or more of school days of the most recent school year, including absences with and without valid cause, as defined in Section 26-2a of this Code, and out-of-school suspensions for an enrolled student." 105 ILCS 5/26-18(a). In contrast, a *chronic or habitual truant* is "a child who is subject to compulsory school attendance and who is absent without valid cause from such attendance for 5% or more of the previous 180 regular attendance days." 105 ILCS 5/26-2a.

**13** 105 ILCS 5/10-22.6(c-5). ~~amended by P.A. 100-810~~

10. ~~9~~.A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered. **14**
11. ~~10.~~ A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records. **15**
12. ~~11.~~ An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student. **16**
13. ~~12.~~ The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies. **17**

[*For high school and unit districts only*]

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**14** Use this alternative for districts in suburban Cook County: replace "Regional Office of Education" with "appropriate Intermediate Service Center."

**15** 105 ILCS 5/26-9 requires school officers and superintendents to assist truant officers. A minor who is reported by the regional superintendent as a chronic truant may be adjudicated a "truant minor in need of supervision" if the minor declines or refuses to fully participate in truancy intervention services. 705 ILCS 405/3-33.5.

Counties may regulate truants by ordinance and impose fines and/or community services on truants or, if the truant is under 10 years of age, on the parent or custodian. 55 ILCS 5/5-1078.2. Municipalities may regulate truants by ordinance and impose fines and/or community services on truants or, if the truant is under 13 years of age, on the parent or custodian. 65 ILCS 5/11-5-9. Local officials or authorities that enforce, prosecute, or adjudicate municipal ordinances adopted under 65 ILCS 5/11-5-9, or that work with school districts to address truancy problems, are designated as: (a) part of the juvenile justice system, established by the Juvenile Court Act of 1987, and (b) *juvenile authorities* within the definition set forth in subsection (a)(6.5) of Section 10-6 of the Ill. School Student Records Act. 105 ILCS 10/6(a)(6.5). Id. **A superintendent should consult with the board attorney before disclosing school student records to non-district entities.** See 7:340-AP1, *School Student Records*, for a sample procedure for release of such records to juvenile authorities.

**16** 105 ILCS 5/26-12 ~~amended by P.A. 100-825~~, prohibits punitive action "unless available supportive services and other school resources have been provided to the student." In addition, "a truant minor may not be expelled for nonattendance unless he or she has accrued 15 consecutive days of absences without valid cause and the student cannot be located by the school district or the school district has located the student but cannot, after exhausting all available support services, compel the student to return to school." Id.

**17** 105 ILCS 5/26-3a requires the district to "establish, in writing, a set of criteria for use by the local superintendent of schools in determining whether a pupil's failure to attend school is the result of extraordinary circumstances, including but not limited to economic or medical necessity or family hardship."

This statute also requires the "clerk or secretary" of the board to quarterly report to the regional superintendent and Secretary of State the identity of students who were removed from the regular attendance roll, exclusive of transferees, because they were expelled; have withdrawn; left school; withdrew due to extraordinary circumstances; have re-enrolled in school since their names were removed from the attendance rolls; were certified to be chronic or habitual truants; or were previously certified as chronic or habitual truants who have resumed regular school attendance. The statute provides that the status of a driver's license or instructional permit will be jeopardized for a student who is the subject of this notification because of non-attendance unless the non-attendance is due to extraordinary circumstances as determined by the local district. State Superintendent Koch announced in his *Weekly Message*, 8-28-07, see **Funding & Disbursements** subhead, p.2, at: www.isbe.net/Documents_Superintendent_Weekly_Message/message_082807.pdf, that ISBE is delaying implementing this statute based upon legal guidance from the U.S. Dept. of Education's Family Policy Compliance Office that its implementation would violate the federal Family Educational Rights and Privacy Act.

14. ~~13~~. A process for a 17-year-old resident to participate in the District's various programs and resources for truants.**18** The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
15. ~~14~~. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student. **19**

LEGAL REF.: 105 ILCS 5/26-1 through 18 ~~6~~.
705 ILCS 405/3-33.5, Juvenile Court Act of 1987.
23 Ill.Admin.Code §§1.242 and 1.290.

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

**18** A district must allow this participation; the length of the drop-out period and the documentation requirement contained in the next sentence are permissive. 105 ILCS 5/26-14.

**19** Optional, but provided in 105 ILCS 5/26-2(c)(3); , ~~amended by P.A. 100-825~~ ISBE's rule controls the appeal process, 23 Ill.Admin.Code §1.242.

# Students

## Release Time for Religious Instruction/Observance [1]

A student shall be released from school, as an excused absence, because of religious reasons, including to observe a religious holiday, for religious instruction, or because the student's religion forbids secular activity on a particular day(s) or time of day. The student's parent/guardian must give written notice to the Building Principal at least five calendar days before the student's anticipated absence(s).[2] ~~This notice shall satisfy the District's requirement for a written excuse when the student returns to school~~.

The Superintendent or designee shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons ~~and include a list of religious holidays on which a student shall be excused from school attendance~~, including how teachers are notified of a student's impending absence, and the State law requirement that teachers provide the student with an equivalent opportunity to make up any examination, study, or work requirement. [3]

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

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

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[1] State and federal laws control this policy's content. 105 ILCS 5/26-1(5), amended by P.A. 102-406, requires school boards to adopt a policy on student absences for religious holidays. See also 105 ILCS 5/26-2b, amended by P.A. 102-406. 105 ILCS 5/26-1(4) allows a child over 12 and less than 14 years of age to be absent from school while in attendance at confirmation classes. The sample policy does not contain these age or specific religious rite limitations in order to be consistent with First Amendment jurisprudence. According to the U. S. Supreme Court, a release time policy does not violate the Establishment Clause; it only accommodates a program of outside religious instruction. Zorach v. Clauson, ~~72 S.Ct. 679~~ 343 U.S. 306 (1952).

[2] Five days is the most prior notice that can be required. 105 ILCS 5/26-1(5). Schools cannot require students who are excused for religious reasons to submit a written excuse after returning to school. 105 ILCS 5/26-1, amended by P.A. 102-406.

[3] 105 ILCS 5/26-1b and 26-2b, amended by P.A. 102-406.

# Students

## Agency and Police Interviews [1]

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

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

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

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

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**1** State or federal law controls this policy's content. The listed standards for procedures, other than compliance with State law, are at the local school board's discretion and may be omitted altogether. The Illinois TRUST Act, 5 ILCS 805/, ~~added by P. A. 100-463~~ prohibits law enforcement agencies and officials from enforcing federal civil immigration laws. Under Section 15(b), law enforcement cannot stop, arrest, search, detain, or continue to detain a person solely based on an individual's citizenship or immigration status.

An excellent resource is the *Guidelines for Interviews of Students*, published by the Ill. Council of School Attorneys (ICSA) at: www.iasb.com/law/ICSAGuidelinesforInterviewsofStudents.pdf. The publication, *Policing in Schools, Developing a Governance Document for School Resource Officers in K-12 Schools*, was developed by the American Civil Liberties Union, and is available at: www.aclu.org/racial-justice/policing-schools-developing-governance-document-school-resource-officers-k-12-schools. It, like the ICSA *Guidelines*, highlights the need for collaboration between law enforcement and school officials. It recommends that school officials provide law enforcement agencies with information about the school's mission to ensure a safe school environment while respecting student rights. To accomplish this, the white paper recommends that school officials create a *model governance document*, e.g., 7:150-AP, *Agency and Police Interviews*, and provide it to the law enforcement authorities with whom they work.

Another helpful resource is *School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA)*, published by PTAC (2019), at: www.studentprivacy.ed.gov/resources/school-resource-officers-school-law-enforcement-units-and-ferpa. 105 ILCS 5/10-20.64 ~~added by P.A. 100-204~~ prohibits *student booking stations* from being established or maintained on school grounds. A *student booking station* is "a building, office, room, or any indefinitely established space or site, mobile or fixed, which operates concurrently as: (1) predominantly or regularly a place of operation for a municipal police department, county sheriff department, or other law enforcement agency, or under the primary control thereof, and (2) a site at which students are detained in connection with criminal charges or allegations against those students, taken into custody, or engaged with law enforcement personnel in any process that creates a law enforcement record of that contact with law enforcement personnel or processes." 105 ILCS 5/10-20.64(d).

**2** 105 ILCS 5/22-8 ~~85 (final citation pending),~~ added by P.A. 101-478 and amended by P.A.s 102-197 and 102-558, ~~eff. 1-1-20~~. The statute does not specifically assign these duties to a school official, but instead states that "a law enforcement officer, school resource officer, or other school security personnel" must ensure these conditions are met before detaining and questioning a student on school grounds. For ease of implementation, this policy assigns these duties to a school official as they routinely contact parents/guardians and can arrange for the presence of school personnel during an interview. See the ICSA *Guidelines* for further discussion of school officials' responsibilities when law enforcement authorities interview students at school.

c. If practicable, make reasonable efforts to ensure a trained law enforcement officer to promote safe interactions and communications with the student is present during questioning. [3]

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

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

[3] 105 ILCS 5/22-88(b)(4) (final citation pending), added by P.A. 101-478. A trained law enforcement officer is someone who: (1) received training in youth investigations approved or is certified by his/her law enforcement agency as a school resource officer per 50 ILCS 705/10.22, or (2) is a juvenile police officer per 705 ILCS 405/1-3(17).

# Students

## Student Appearance [1]

A student's appearance, including dress and hygiene ~~grooming,~~ must not disrupt the educational process ~~interfere with the maintenance of a positive teaching/learning climate~~ or compromise ~~reasonable~~ standards of health and safety ~~and decency~~. The District does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists.[2] Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance, ~~handling students who dress or groom inappropriately~~ will be developed by the Superintendent or designee and included in the *Student Handbook(s)*. [3]

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**1** Required by 105 ILCS 5/10-22.25b, amended by P.A. 102-360, eff. 1-1-22, for recognition under 105 ILCS 5/2-3.25 (*Jett Hawkins Law*). For districts to receive recognition from the Ill. State Board of Education (ISBE), they must provide assurances of compliance with the *Jett Hawkins Law*, this policy's second sentence does that. ISBE will have resource materials on its website by 7-1-22. State or federal law also controls this policy's content.

105 ILCS 5/10-22.25b, amended by P.A. 102-360, eff. 1-1-22, specifically authorizes a school board to adopt a school uniform or dress code policy. **There are hundreds of decisions on dress codes and uniform policies, making it imperative that a board contact its attorney for assistance in applying the law to specific fact situations.**

Generally, if a student's dress has sufficient communicative content, it will warrant First Amendment protection. If protected, a school's ability to regulate the dress will be analyzed according to Tinker v. Des Moines Indep. Sch. Dist., 89 S.Ct. 733 (1969) – it may be regulated only if it would substantially disrupt school operations or interfere with the right of others. In Brandt v. Bd. of Educ. of City of Chicago, 2006 WL 623651 (N.D.Ill. 2006), *earlier decision*, 326 F.Supp.2d 916 (N.D.Ill., 2004), an Illinois federal court upheld a school's authority to punish students for wearing t-shirts portraying a one-handed boy; the court said: "A school need not tolerate student speech that is inconsistent with the school's basic educational mission even though the First Amendment would protect similar speech or expressive conduct outside of the school setting. This holding is suspect after the Seventh Circuit decision in Zamecnik v. Indian Prairie Sch. Dist. #204, 636 F.3d 874 (7th Cir. 2011). There the court held that the school district violated students' free speech rights by forbidding them from wearing during school hours a T-shirt saying "Be Happy, Not Gay."

A school may regulate student dress that does not have sufficient communicative content to receive free speech protection, provided the regulation is not arbitrary or excessive. Although many courts have ruled similarly with respect to grooming, e.g., hair length, and non-earring piercings, the Seventh Circuit, the federal appellate court that governs Illinois, has struck down school regulations governing hair length and earrings (See Breen v. Kahl, 419 F.2d 1034 (7th Cir. 1969); Crews v. Cloncs, 432 F.2d 1259 (7th Cir. 1970) (exclusion of long-haired student from class constituted denial of equal protection to male students); Arnold v. Carpenter, 459 F.2d 939 (7th Cir. 1972); Holsapple v. Woods, 500 F.2d 49 (7th Cir. 1974) (limitation of ruling recognized by Hayden ex rel. v. Greensburg Cmty. Sch. Corp., 743 F.3d 569 (7th Cir. 2014) (recognizing school's right to set policy); Olesen by Olesen v. Bd. of Educ. Dist. 228, 676 F.Supp. 820, 822 (N.D.Ill.1987) (male students have a liberty interest in wearing an earring to school). But see Blau v. Fort Thomas Public Sch. Dist., 401 F.3d 381 (6th Cir. 2005) (upheld a Kentucky middle school's student dress code that prohibited visible body piercing other than ears). A school's uniform policy was upheld in Alwood v. Clark and Belleville Twp. High Sch. Dist. 201, 2005 WL 2001317 (S.D.Ill. 2005).

**2** For boards that want to expand upon the law's requirement of race, ethnicity, or hair texture, amend this sentence as follows:

"The District does not prohibit hairstyles or hair textures historically associated with historically associated with race, ethnicity, ~~or~~ hair texture, or any other protected classes under Board policy 7:10, *Equal Educational Opportunities*, including, but not limited to, protective hairstyles such as braids, locks, and twists."

If the board chooses this expansion and also uses policy 7:165, *School Uniforms*, ensure that this option aligns with the option in 7:165's f/n 10.

**3** A comprehensive Student Handbook can provide notice to parents and students of the school's conduct rules, extracurricular and athletic participation requirements, and other important information. The Handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board.

Members of the Ill. Principals Assoc. may subscribe to the IPA's Model Student Handbook Service. While this service is not a handbook *per se*, it provides principals with quick, user-friendly access to model student handbook provisions that are attorney drafted and fully aligned with IASB's policy services. For more information, see:

www.ilprincipals.org/resources/model-student-handbook. See also 7:190-E2, *Student Handbook Checklist*.

LEGAL REF.: 105 ILCS 5/2-3.25 and 5/10-22.25b.
Tinker v. Des Moines Indep. Sch. Dist., ~~89 S.Ct. 733~~393 U.S. 503 (1969).

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

# Students

## Prevention of and Response to Bullying, Intimidation, and Harassment [1]

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

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations: [2]

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

Definitions from 105 ILCS 5/27-23.7 [3]

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

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;

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**1** All districts must have a policy on bullying, monitor it, review and re-evaluate it, and file it with the Ill. State Board of Education (ISBE) every two years (see f/n 16, below). 105 ILCS 5/27-23.7. ~~amended by P.A. 100-137. Every two years, each district must review and re-evaluate this policy, make necessary and appropriate revisions, and file the updated policy with the Ill. State Board of Education (ISBE).~~ This sample policy's first paragraph allows a school board to consider its goals for preventing bullying and remedying its consequences; it may be amended.

In addition to a bullying prevention policy, all districts must have a policy on student behavior. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. Boards must, in consultation with their parent-teacher advisory committees and other community-based organizations, address aggressive behavior, including bullying, in their student behavior policy. See 7:190, *Student Behavior*; 7:190-E1, *Aggressive Behavior Reporting Letter and Form.*

This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. See f/n 10, below.

**2** This paragraph and its subparts 1-4 are from the bullying prevention statute. 105 ILCS 5/27-23.7(a); see also 775 ILCS 5/1-103 and 23 Ill.Admin.Code §1.240. The protected statuses are mandated by the bullying prevention statute; the list of protected statuses is identical to the list in 7:20, *Harassment of Students Prohibited*.

**3** All definitions are directly from 105 ILCS 5/27-23.7. ~~amended by P.A. 100-137~~. See also resources from Cyberbullying Research Center, available at: cyberbullying.org/, and the U.S. School Safety Clearinghouse website at www.SchoolSafety.gov, discussed in f/n 1, para. 3 of policy 4:170, *Safety*.

3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

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

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

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act. **4**

*School personnel* means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school ~~guidance~~ counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards. **5**

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12. **6**

1. The District uses the definition of *bullying* as provided in this policy. **7**

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**4** 105 ILCS 5/27-23.7(b), amended by P.A. 102-241.

**5** 105 ILCS 5/27-23.7(b), amended by P.A. 102-197.

**6** As each numbered requirement, 1-12, corresponds with the same number in 5/27-23.7(b)1-12, there are no reference citations in footnotes. All non-statutory requirements, plus alternatives and optional provisions, are described in footnotes.

**7** 105 ILCS 5/27-23.7(b), para. 3(1). See f/n 4, above and ISBE's *School Policies for Bullying Prevention* at: www.isbe.net/Documents/Bullying-Prev-Policy-Req.pdf.

A board may augment the School Code requirement by using this alternative:

> Using the definition of *bullying* as provided in this policy, the Superintendent or designee shall emphasize to the school community that: (a) the District prohibits bullying, and (b) all students should conduct themselves with a proper regard for the rights and welfare of other students. This may include a process for commending or acknowledging students for demonstrating appropriate behavior.

2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking.[8] Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying.[9] Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

**Nondiscrimination Coordinator:** [10]

Name
Chris Simpson
Address
1100 E. Laurel St., Olney, IL
Email
csimpson@rccu1.net
Telephone
618-395-2324

**Complaint Managers:**

| | |
|---|---|
| Name<br>Cris Edwards | Name<br>Chad LeCrone |
| Address<br>1001 N. Holly Rd., Olney, IL | Address<br>1100 E. Laurel St., Olney, IL |
| Email<br>cedwards@rccu1.net | Email<br>clecrone@rccu1.net |
| Telephone<br>618-395-8540 | Telephone<br>618-395-2324 |

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social

**8** The statute requires that the policy contain the email address and telephone number for the staff person(s) responsible for receiving bullying reports. Using the district Nondiscrimination Coordinator and Complaint Managers is consistent with 2:260, *Uniform Grievance Procedure*. While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored. A telephone number for making anonymous reports may also be added.

**9** 105 ILCS 5/27-23.7(d) ~~amended by P.A. 100-137~~, requires that "[s]chool personnel available for help with a bully or to make a report about bullying" be made known to parents/guardians, students, and school personnel.

**10** Sample policy 2:260, *Uniform Grievance Procedure*, states that a district's Nondiscrimination Coordinator also serves as its Title IX Coordinator. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, list the Title IX and Nondiscrimination Coordinators' names separately in this policy. Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

work services, counseling, school psychological services, other interventions, and restorative measures. **11**

5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:

   a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.

   b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.

   c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.

   d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

   The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs. **12**

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services. **13**

~~7.~~ A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person ~~student~~'s act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion**14** with regard to students ~~treated as bullying for purposes of determining any consequences or other appropriate remedial actions.~~

8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have ~~knowingly making a~~ falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided~~ing knowingly~~ false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.

9. The District's bullying prevention and response plan is ~~must be~~ based on the engagement of a range of school stakeholders, including students and parents/guardians.

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**11** 105 ILCS 5/10-20.14 contains a similar requirement. See 7:190-E1, *Aggressive Behavior Reporting Letter and Form.*

**12** This sentence contains requirements found in 105 ILCS 5/27-23.7(d).

**13** A grant may be available from ISBE for the promotion of a safe and healthy learning environment. 105 ILCS 5/2-3.180 and 3.181, added by P.A. 101-438 and renumbered by P.A. 102-558. A list of grant funding opportunities is available at: www.isbe.net/Pages/Grants.aspx.

**14** Consult the board attorney about the potential conflict of 105 ILCS 5/27-23.7(b)(7) (allowance of suspension and/or expulsion of students for reprisal/retaliation against reports of bullying) with 105 ILCS 5/10-22.6(b-20) (districts must resolve threats, address disruptions, and minimize the length (and implementation of) suspensions and expulsions to the greatest extent practicable). See 7:200, *Suspension Procedures*, at f/n 8 and policy 7:210, *Expulsion Procedures*, at f/ns 11 and 13.

10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty. **15**
11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation: **16**

    a. The frequency of victimization;

    b. Student, staff, and family observations of safety at a school;

    c. Identification of areas of a school where bullying occurs;

    d. The types of bullying utilized; and

    e. Bystander intervention or participation.

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

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

    The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.
12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following: **17**

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**15** 105 ILCS 5/27-23.7(b)(10).

**16** 105 ILCS 5/27-23.7. See the ISBE guidance document that is cited in f/n 7, above. In 2020, ISBE extended submission to 12-30 in 2020.

**17** The statute requires that the bullying policy *be consistent with* other board policies. The list of policies may be deleted and the following alternative used: "12. The District's bullying prevention plan must be consistent with other Board policies." If a policy list is included, be sure the referenced policies were adopted locally and amend the list accordingly.

The bullying statute does not identify staff member duties regarding the prevention of or response to student bullying. The following optional provision addresses staff member responsibilities and may be added as a new paragraph 13:

13. The Superintendent or designee shall fully inform staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes each of the following:
    a. Communicating the District's expectation and State law requirement that teachers and other certificated or licensed employees maintain discipline.

a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.

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

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

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

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

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

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

h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.

i. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members. **18**

b. Establishing the expectation that staff members: (1) intervene immediately to stop a bullying incident that they witness or immediately contact building security and/or law enforcement if the incident involves a weapon or other illegal activity, (2) report bullying, whether they witness it or not, to an administrator, and (3) inform the administration of locations on school grounds where additional supervision or monitoring may be needed to prevent bullying.

c. Where appropriate in the staff development program, providing strategies to staff members to effectively prevent bullying and intervene when it occurs.

d. Establishing a process for staff members to fulfill their obligation to report alleged acts of bullying.

**18** For elementary districts, delete: ~~and 7:315, *Restrictions on Publications; High Schools*~~ and delete the Cross Reference to 7:315, *Restrictions on Publications; High Schools*. For high school districts, delete ~~7:310, *Restrictions on Publications; Elementary Schools*, and~~ and delete the Cross Reference to 7:310, *Restrictions on Publications; Elementary Schools*. In both cases, revise the beginning of the sentence to read: "This~~e~~ policy~~ies~~ prohibits students from and provides."

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

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

# Students

## Student Behavior [1]

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. [2]

*When* and *Where* Conduct Rules Apply [3]

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:

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**1** All districts must have a policy on student discipline, including school searches and bullying prevention (105 ILCS 5/10-20.14); re-engagement of students returning from an exclusionary discipline or an alternative school (105 ILCS 5/10-22.6(b-25)); and corporal punishment (105 ILCS 5/24-24). See also 23 Ill.Admin.Code §1.280. See the Cross References for policies on searches and bullying. Each district must furnish a copy of the discipline policy to parents/guardians within 15 days after the beginning of the school year, or within 15 days after starting classes for a student who transfers into the district. 105 ILCS 5/10-20.14(a). The school board must require that each school inform its pupils of the discipline policy's contents. Id.

School boards, along with the parent-teacher advisory committee, must annually review their pupil discipline policies, those policies' implementation, and any other factors related to the safety of their schools, students, and staff. Id. For more information about the parent-teacher advisory committee, see 2:150, *Committees*. The parent-teacher advisory committee, in cooperation with local law enforcement agencies, must develop, with the school board, a reciprocal reporting system. 105 ILCS 5/10-20.14(b). See 7:190-AP3, *Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students*. School districts are encouraged to create memoranda of understanding that define law enforcement's role in schools. See 7:190-E3, *Memorandum of Understanding*.

Given the unique concerns facing school officials, school disciplinary codes are not required to be drafted as narrowly or with the same precision as criminal statutes. Bethel Sch. Dist. v. Fraser, 478 U.S. 675 (1986).

**2** The goals and objectives in this policy give the board a focus for monitoring it. This list can be deleted, replaced, or modified by the board. Data on student discipline is available at: www.isbe.net/Pages/Expulsions-Suspensions-and-Truants-by-District.aspx.

See f/n 1 in policy 4:170, *Safety*, for information on the U.S. School Safety Clearinghouse website at: www.SchoolSafety.gov.

**3** Board policy should provide a jurisdictional statement telling students and staff the circumstances under which the district will take disciplinary action. Jurisdictional rules in board policy should generally be as broad as possible to give staff members authority to respond to unforeseen situations. Taking jurisdiction over off-campus misconduct generally survives the test of reasonableness when the misconduct has a direct nexus to the school. A countervailing interest concerns liability for off-campus student injuries, i.e., the greater the jurisdiction a district is willing to impose, the greater the scope of liability it may be assuming. Ultimately, a decision whether to discipline for off-campus misconduct requires a thorough factual inquiry to determine the degree of nexus and impact on the school. Consult the board attorney in these situations.

A U.S. Supreme Court decision and many lower court decisions address disciplining a student for off-campus misconduct. See Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021), discussed in f/n 3 of sample policy 7:240, *Conduct Code for Participants in Extracurricular Activities*; and J.S. v. Blue Mountain Sch. Dist., 650 F.3d 915 (3rd Cir. 2011), combined with Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3d Cir. 2011), cert. denied 565 U.S. 1156 (2012)(absent evidence that parodies of school personnel caused, or could cause, substantial disruption, school districts may not punish out-of-school expressive conduct, even if it is lewd, indecent, or offensive speech).

In contrast, the 7th Circuit Court of Appeals upheld a student's expulsion for an article in an underground newspaper titled "So You Want to be a Hacker." The article's instructions for hacking into the school's computers clearly interfered with the school's operations. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998). See also Wisniewski v. Bd. of Educ. of the Weedsport Central Sch. Dist., 494 F.3d 34 (2nd Cir. 2007), cert. denied 552 U.S. 1296 (2008), (holding a student's transmission of an icon of a pistol with blood splattering and the words "Kill Mr. VanDer Molen" crossed the boundary of protected speech and posed a reasonably foreseeable risk that the icon would come to the attention of school authorities and materially and substantially disrupt the school).

~~Note that the~~ Historically, schools have had more leeway in disciplining ~~law is different regarding~~ participants in athletics and extracurricular activities; however, the Mahanoy decision raises unresolved questions about the degree of leeway now afforded to school officials. See policy 7:240, *Conduct Code for Participants in Extracurricular Activities* at f/n 3 for further discussion.

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. **4**

Prohibited Student Conduct **5**

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. **6**
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages.**7** 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*). **8**

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A judge may transfer a student to another school for committing stalking or non-consensual sexual contact against another student, or for aiding and abetting such an act; the parents/guardians are responsible for transportation and other costs associated with the transfer. Stalking No Contact Order Act and the Civil No Contact Order Act, 740 ILCS 21/80 and 22/213. A school district is seldom notified when a transfer order is requested. When notified, school officials should immediately seek the board attorney's advice concerning available options.

**4** The factual context will determine the appropriateness of taking jurisdiction. Contact the board attorney before disciplining a student for off-campus conduct. See Doe v. Superintendent of Schs. of Stoughton, 767 N.E.2d 1054 (Mass. 2002)(suspension for off-campus commission of a felony was upheld).

**5** Consult the board attorney for advice on deleting or modifying any of the items in this section on prohibited student conduct.

**6** 105 ILCS 5/10-20.5b prohibits use of tobacco on school property. Federal law prohibits smoking within schools by anyone. Pro-Children Act of 1994, 20 U.S.C. §6081 et seq. Districts that fail to comply risk a civil penalty of up to $1,000 per violation per day. 20 U.S.C. §6083(f)(1). See 8:30, *Visitors to and Conduct on School Property*, for more information.

The U.S. Food and Drug Administration now regulates electronic cigarettes. 21 C.F.R. Parts 1100, 1140, and 1143, amended by 81 Fed.Reg. 28973. An electronic or e-cigarette resembles a regular cigarette and contains a battery-operated heating element that turns a liquid into a mist for inhaling. The liquid may contain nicotine. E-cigarettes are sometimes referred to as e-cigs, vapes, e-hookahs, vape pens, and electronic nicotine delivery systems (ENDS), and they are generally involved in *vaping*. Vaping is the act of inhaling and exhaling the aerosol, often referred to as vapor that is produced by an e-cigarette or similar device. An e-cigarette resembles a cigarette and contains a battery-operated heating element that turns a liquid into a mist for inhaling. Some e-cigarettes do not look like tobacco products and are shaped like other objects, such as USB flash drives, and are more easily concealed.

Information and resources are available at:

www.isbe.net/Pages/School-Health-Issues.aspx
www.fda.gov/tobaccoproducts/default.htm
www.cdc.gov/tobacco/basic_information/e-cigarettes/index.htm
www.dph.illinois.gov/topics-services/prevention-wellness/tobacco/e-cigarettes-and-vapes
www.drugabuse.gov/drugs-abuse/tobacconicotine-vaping

**7** *Alcoholic beverages* are defined in 235 ILCS 5/1-3.01 to 3.05.

**8** *Controlled substance* is defined in 720 ILCS 570/102(f); *cannabis* is defined in 720 ILCS 550/3(a) and in 410 ILCS 705/1-10, added by P.A. 101-27. Either spelling, *marihuana* or *marijuana*, is correct; however, *marijuana* is more common. See f/n 11 for a discussion of medical cannabis and *Ashley's Law*.

b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription. **9**

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. **10**

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*. **11**

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. **12**

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**9** *Anabolic steroid* is defined in 720 ILCS 570/102(c-1).

**10** See policies 7:240, *Conduct Code for Participants in Extracurricular Activities*, and 7:300, *Extracurricular Athletics*.

**11** To legally use medical cannabis, an individual must first become a *registered qualifying patient*. The use of cannabis by a *registered qualifying patient* is permitted only in accordance with the Compassionate Use of Medical Cannabis Program. 410 ILCS 130/, amended by P.A~~.s 100-660 and~~ 101-363, scheduled to be repealed on 7-1-20. There are many situations in which no one, even a *registered qualifying patient*, may possess or use cannabis. This includes in a school bus or on the grounds of any preschool, or primary or secondary school unless the student meets the requirements of 105 ILCS 5/22-33, a/k/a *Ashley's Law*. 410 ILCS 130/30(a)(2) and (3), amended by P.A~~.s 100-660 and~~. 101-363, scheduled to be repealed on 7-1-20. *Ashley's Law* provides that school districts "shall authorize a parent or guardian or any other individual registered with the Department of Public Health as a designated caregiver of a student who is a registered qualifying patient to administer a medical cannabis infused product to the student on the premises of the child's school or on the child's school bus if both the student (as a registered qualifying patient) and the parent or guardian or other individual (as a registered designated caregiver) have been issued registry identification cards under the Compassionate Use of Medical Cannabis Program Act." 105 ILCS 5/22-33(b), ~~added by P.A. 100-660 and~~ amended by P.A. 101-363. Once the product is administered, the designated caregiver must remove the product from the school premises/bus. Id. 105 ILCS 5/22-33(b-5), added by 101-370, allows a properly trained school nurse or administrator to administer medical cannabis infused products to a student while at school, a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus. The product may not be administered in a manner that would (in the school or district's opinion) create a disruption or expose other students to the product, and schools are not required to authorize use of the product if the school or district would lose federal funding as a result. 105 ILCS 5/22-33(c) ~~), added by P.A. 100-660~~. For more discussion, see f/n 25 in 7:270, *Administering Medicines to Students*. Contact the board attorney for advice concerning medical cannabis, including whether a federal or State law requires the district to accommodate a student who is a *registered qualifying patient*. See Americans with Disabilities Act of 1990, 42 U.S.C. §12101 et seq.; Individuals with Disabilities Education Improvement Act of 2004, 20 U.S.C. §1400 et seq.; Rehabilitation Act of 1973, Section 504, 29 U.S.C. §794; 105 ILCS 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b; and 23 Ill.Admin.Code Part 226.

**12** The Powdered Caffeine Control and Education Act states: "No person may sell, offer for sale, give away, or provide free samples of powdered pure caffeine to any person under age 18 located within the State or to any person under age 18 making the purchase from within the State." A limited exception to this prohibition exists for "the sale of any powdered pure caffeine product that receives explicit approval as safe and effective for its intended use under the federal Food, Drug, and Cosmetic Act or is lawfully marketed under an over-the-counter monograph issued by the United States Food and Drug Administration." 410 ILCS 647/20.

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. **13**

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. **14**

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. **15**
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 or silenced and out-of-sight**16** 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. **17**
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.

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**13** *Counterfeit* and *look-alike substances* are defined in 720 ILCS 570/102(g) and (y). This provision is broader because it would apply, for example, if a student represents a powdered vitamin to be pure caffeine – pure caffeine is prohibited on campus even though it is a legal substance. Look-alike drugs should be defined; an unpublished Ill. appellate decision in 2000 found a policy prohibiting possession of *look-alikes* had vagueness problems.

**14** *Drug paraphernalia* is defined in 720 ILCS 600/2(d). Contact the board attorney for advice concerning a student who is a *registered qualifying patient*, as explained in f/n 11.

**15** This language is broader than the **Weapons** section of this policy. The **Weapons** section contains the statutorily required punishment for "a student who is determined to have brought" a weapon to school along with the statutory definition of *weapon*. 105 ILCS 5/10-22.6(d). The language in item #4 is broader because it prohibits "using, possessing, controlling, or transferring" a weapon in addition to violating the **Weapons** section. See the footnotes in the **Weapons** section for a discussion of the Firearm Concealed Carry Act's provisions.

**16** Delete "and out-of-sight" if the district wants to provide greater flexibility.

**17** 105 ILCS 5/10-21.10 prohibits student possession of electronic paging devices, but State law leaves to local boards the discretion whether to prohibit student possession of cellular phones. 105 ILCS 5/10-20.28. The misuse of camera phones can seriously invade a student's privacy. A board wanting a sweeping prohibition may use the following alternative for item #5:

> Using or possessing a cellular telephone, electronic signaling device, two-way radio, video recording device, and/or other telecommunication device, unless authorized and approved by the Building Principal.

Operating transmitters designed to jam or block wireless communications violates the federal Communications Act of 1934. 47 U.S.C. §§301, 302a, and 333. Fines are as high as $10,000 for each violation and/or imprisonment, and the device may also be seized. 47 U.S.C. §§501-510.

Making a video recording or live video transmission of another person without their consent in a restroom, locker room, or changing room is a Class 4 felony. 720 ILCS 5/26-4. A minor who distributes or disseminates an indecent visual depiction of another minor through the use of a computer or electronic communication device may be subject to adjudication as a minor in need of supervision. 705 ILCS 405/3-40.

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. **18**
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*. **19**
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property. **20**
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.

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**18** All districts must have a policy on bullying. 105 ILCS 5/27-23.7(d). Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, contains the statutory definition of bullying. Districts must also have an age-appropriate policy on sexual harassment. 105 ILCS 5/10-20.69 ~~(final citation pending~~) , added by P.A. 101-418. See policy 7:20, *Harassment of Students Prohibited*, and its f/n 7 for further detail.

105 ILCS 5/10-20.14 requires boards, in consultation with their parent-teacher advisory committees and other community-based organizations, to include provisions in their student discipline policy to address aggressive behavior, including bullying. These provisions must include procedures for notifying a student's parents/guardians about his/her aggressive behavior and early intervention procedures based upon available community-based and district resources. See 7:190-E1, *Aggressive Behavior Reporting Letter and Form*.

Suspending students for hazing was upheld in Gendelman v. Glenbrook North High Sch. and Northfield Twp. Sch. Dist. 225, 2003 WL 21209880 (N.D.Ill. 2003). This decision may have been legislatively overturned by amending 105 ILCS 5/10-20.14.

The failure of a school official (including any administrator, teacher, counselor, support staff, or coach) to report hazing is a Class B misdemeanor. 720 ILCS 5/12C-50.1.

A person commits a felony hate crime when, by reason of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, physical or mental disability, or national origin of another individual or group of individuals, regardless of the existence of any other motivating factor or factors, he or she commits assault, battery, aggravated assault, intimidation, stalking, cyberstalking, misdemeanor theft, criminal trespass to residence, misdemeanor criminal damage to property, criminal trespass to vehicle, criminal trespass to real property, mob action, disorderly conduct, transmission of obscene message, harassment by telephone, or harassment through electronic communications as these crimes are defined in the Criminal Code. 720 ILCS 5/12-7.1. The penalty is heightened when the offense is committed in a school or administrative facility.

720 ILCS 5/26-1(a)(3.5) and (b) make transmitting a threat of violence, death, or bodily harm directed against persons at a school, school function, or school event, whether or not school is in session, or causing such a threat to be transmitted, a Class 4 felony.

**19** All school boards must have a policy on prohibited teen dating violence. 105 ILCS 110/3.10. Verify that the board adopted the policy listed and amend its title in this policy, if necessary.

**20** 720 ILCS 5/26-1(a)(3.5) and (b) make threatening to destroy a school building or school property, whether or not school is in session, or causing such a threat to be transmitted, a Class 4 felony.

15. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants. **21**
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. **22**
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia. **23**
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. **24**
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. **25**
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. **26**

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. **27**

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.**28** The failure

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**21** 105 ILCS 5/26-2a, amended by P.A.s 102-406, 102-266, and 102-321 ~~100-918 and 100-810;~~ 5/26-9; and 5/26-12, amended by P.A. ~~s 100-810 and~~ 101-81. See policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*, and 7:70, *Attendance and Truancy*.

**22** State law requires schools to suspend or expel any student who engages in this activity. 105 ILCS 5/31-3.

**23** See Kelly v. Bd. of Educ. of McHenry Cmty. High Sch. Dist. 156, 2007 WL 114300 (N.D.Ill. 2007)(upheld student's expulsion for drawing gang symbols while at school; testimony that the danger posed by gang signs and the presence of gangs at school supported the board's insistence on strict enforcement of board policy prohibiting gang related behavior and made expulsion a proper remedy).

740 ILCS 147/15 et seq. allows a school district to bring a civil suit against a gang, gang officers, or gang members for losses it suffers due to their criminal activity.

**24**This statement of misconduct restates 105 ILCS 5/10-22.6(d-5) ~~amended by P.A. 100-810~~. The following alternative provides a shorter statement but will require the administrator to check the statute before imposing discipline based on it:

> Making an explicit threat on an Internet website against a school, employee, or any school-related personnel under circumstances described in 105 ILCS 5/10-22.6(d-5).

**25** For more information regarding unmanned aircraft systems, see www.faa.gov/uas/.

**26** A catchall provision, e.g., this one, gives staff members authority to respond to unforeseen situations.

If the board adopts a mandatory uniform policy (see 7:165, *School Uniforms*), add the following item to the list as number 22: "Failing to comply with the mandatory uniform policy, but only after repeated attempts to secure compliance, such as conferences with parents/guardians, have been unsuccessful."

**27** *Possession* should be defined to avoid vagueness problems.

**28** See f/n 18.

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. **29**

Disciplinary Measures **30**

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.**31** School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties.**32** Potential disciplinary measures include, without limitation, any of the following: **33**

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. **34**

**29** Mandated by 105 ILCS 5/10-20.36.

**30** **IMPORTANT**: The practice of suspending or expelling a student based on the number of accumulated disciplinary infractions is illegal under 105 ILCS 5/10-22.6. This includes a system of assigning points to specific infractions and then tallying the points a student receives over a period of time to determine a disciplinary exclusion from school.

Before amendments to 105 ILCS 5/10-22.6, courts used the following factors to determine if a board abused its discretion when it expelled a student: (1) the egregiousness of the student's conduct; (2) the record of the student's past conduct; (3) the likelihood that such conduct will affect the delivery of educational services to other students; (4) the severity of the punishment; and (5) the intent of the child. Robinson v. Oak Park, 213 Ill.App.3d 77 (1st Dist. 1991); Wilson ex rel. Geiger v. Hinsdale Elementary Dist., 349 Ill.App.3d 243 (2nd Dist. 2004). Whether courts will continue to use these factors is yet to be determined. The amendments to 105 ILCS 5/10-22 call into question the validity of relying on past misconduct in suspension or expulsion decisions.

Aside from procedural due process protection, students have a constitutional substantive due process right. This right protects them from an abuse of government power which "shocks the conscience." While the scope of substantive due process is very limited, it is available to students who believe they were subject to arbitrary and excessive discipline. Generally, however, school officials need not fear being found guilty of a substantive due process violation. Federal courts are loath to second-guess school officials. See Tun v. Whitticker, 398 F.3d 899 (7th Cir. 2005)(expulsion did not amount to a substantive due process violation because it fell short of the required *shocks the conscience* standard).

**31** 105 ILCS 5/10-22.6(b-5). In addition, subsection c-5 states, "[s]chool districts must make reasonable efforts to provide ongoing professional development to teachers, administrators, school board members, school resource officers, and staff on the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates." 105 ILCS 5/10-22.6(c-5). , ~~amended by P.A. 100-810.~~

**32** 105 ILCS 5/10-22.6(h).

**33** Most school attorneys advise against using a grade reduction as a disciplinary measure. A decision upholding such a policy is Knight v. Bd. of Educ., 38 Ill.App.3d 603 (4th Dist. 1976). A decision striking one is Smith v. Sch. City of Hobart, 811 F.Supp. 391 (N.D.Ind. 1993)(grade reduction policy requiring 9-week grades to be reduced 4% for each day of a suspension was found unconstitutional).

**34** While restitution is permitted, issuing a fine or fee as a disciplinary consequence is not permitted. 105 ILCS 5/10-22.6(i). Possible parental liability for damages under the Parental Responsibility Law (740 ILCS 115/5) is discussed in a footnote in sample policy 7:170, *Vandalism*.

6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised. **35**
7. After-school study or Saturday study**36** 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.**37** 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. **38**
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*. **39**
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*.**40** A student who has been suspended may also be restricted from being on school grounds and at school activities. **41**
12. Expulsion from school and all school activities for a definite time period not to exceed ~~2~~two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*.**42** A student who has been expelled may also be restricted from being on school grounds and at school activities. **43**
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. **44**

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**35** An in-school suspension program may focus on promoting non-violent conflict resolution and positive interaction with other students and school personnel, and districts may employ a school social worker or a licensed mental health professional to oversee in-school suspension programs. 105 ILCS 5/10-22.6(l) ~~added by P.A. 100-1035~~ Providing programming during in-school suspensions is not required, however providing such programming will help distinguish them from exclusionary suspensions. See f/n 3 in policy 5:230, *Maintaining Student Discipline*, for further discussion of in-school suspension programs.

**36** Teachers may not be required to teach on Saturdays. 105 ILCS 5/24-2.

**37** See Herndon v. Chapel Hill-Carrboro City Bd., 89 F.3d 174 (4th Cir. 1996)(upheld policy requiring students to complete community service in order to graduate).

**38** Consult the board attorney for advice concerning confiscated devices. There is no binding Ill. court decision regarding school personnel seizing and retaining a student's property. The Supreme Court of Arkansas held that a teacher and principal did not violate a student's state or federal rights when they confiscated and retained a student's cell phone for two weeks for violating school rules on cell phones. Koch v. Adams, 361 S.W.3d 817 (Ark. 2010).

**39** 105 ILCS 5/10-22.6(b) and (b-30).

**40** A suspension may be imposed in only limited situations that vary according to the suspension's length. 105 ILCS 5/10-22.6(b-15). This is explained in sample board policy 7:200, *Suspension Procedures*, and its footnotes.

**41** This sentence is optional. A board may make this mandatory by replacing "may also be" with "shall also be."

**42** An expulsion may be imposed in only limited situations. 105 ILCS 5/10-22.6(b-20). This is explained in sample policy 7:210, *Expulsion Procedures*, and its footnotes.

105 ILCS 5/10-22.6(d) permits expulsion for a definite period of time not to exceed two calendar years. School officials must document whether other interventions were attempted or whether it was determined that there were no other appropriate and available interventions.

**43** This sentence is optional. A board may make this mandatory by replacing "may also be" with "shall also be."

**44** 105 ILCS 5/10-22.6(a) and (b). Subsection 10-22.6(b) uses the phrase "is suspended in excess of 20 school days" even though a 20-consecutive day suspension should be treated as an expulsion. Goss v. Lopez, 419 U.S. 565 (1975). An alternative program is probably available to a student who is suspended for 11 to 20 consecutive days because that student is technically expelled and, as such, qualifies under subsection (a) of Section 10-22.6. Contact the board attorney if the district wants to interpret the statute as referring to *cumulative* school days so that it can transfer a student to an alternative program upon his or her suspension in excess of 20 *cumulative* school days.

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. **45**

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. **46**

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. **47**

Contact the board attorney regarding the necessary due process procedures before imposing a disciplinary transfer to an alternative school. The court in Leak v. Rich Twp. High Sch. Dist. 227 (397 Ill.Dec. 90 (1st Dist. 2015)), held that placement in an alternative school is tantamount to an expulsion. Thus, according to dicta in this decision, districts must follow expulsion procedures before a student is transferred to an alternative school. Schools may still reach agreements with parents/guardians to transfer students to such schools without completing the expulsion procedures.

The alternative program may not deny the transfer on the basis of the suspension or expulsion, except in cases in which the transfer is deemed to cause a threat to the safety of students or staff in the alternative program.

**45** 105 ILCS 5/22-885 ~~(final citation pending),~~ added by P.A. 101-478 and amended by P.A.s 102-197 and 102-558. See policy 7:150, *Agency and Police Interviews*.

**46** **Note:** Districts that receive early childhood block grant funding (authorized by 105 ILCS 5/1C-2 of the School Code) are prohibited from expelling children from their early childhood programs. 105 ILCS 5/2-3.71(a)(7) and 105 ILCS 5/10-22.6(k) ~~amended by P.A. 100-105~~. A district may, however, transition a child to a new program if: (1) it has documented evidence that all available interventions and supports recommended by a qualified professional have been exhausted; (2) the program determines that transitioning a child is necessary for the well-being of the child or his or her peers and staff; and (3) the current and pending programs create a transition plan for the child with parent or legal guardian permission. 105 ILCS 5/2-3.71(a)(7)(C). A district may temporarily remove a child from attendance in the group setting in the case of a serious safety threat to a child or others, or in the case of possession of a weapon as described in 105 ILCS 5/10-22.6(d), but it must then begin the process of documenting interventions and supports as outlined in the law. 105 ILCS 5/2-3.71(a)(7)(E). Ill. State Board of Education (ISBE) rules implementing these new requirements are at 23 Ill.Admin.Code §§ 235.300-235.340. As of **PRESS** Issue 104 (June 2020), the ISBE forms required to document steps taken in accordance with these rules were being developed and projected to be available in late summer 2020 at: www.isbe.net/Pages/Early-Childhood.aspx. **Consult the board attorney for advice to ensure compliance with ISBE rules.** Compliance with this law does not relieve a district of its obligations to also comply with the Individuals with Disabilities Education Improvement Act of 2004 when disciplining students with disabilities. For further information, see sample policy 7:230, *Misconduct by Students with Disabilities*. For districts that receive early childhood block grant funding, add the following:

Students enrolled in the District's State-funded preschool program(s) may be temporarily removed or transitioned to a new program in accordance with federal and State law. State law prohibits the expulsion of students from the program(s).

If this language is inserted, add 105 ILCS 5/2-3.71(a)(7) to the Legal References for this policy.

**47** This paragraph paraphrases 105 ILCS 5/24-24.

Isolated Time Out, Time Out, and Physical Restraint **48**

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 **49**

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. **50**

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. **51**

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**48** Isolated time out, time out, or physical restraint may be used by staff members **only if** their use is authorized by policy and administrative procedure. 105 ILCS 5/2-3.130, 5/10-20.33, and 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. See 7:190-AP4, *Use of Isolated Time Out, Time Out, and Physical Restraint*. **The sample policy allows the use of isolated time out, time out, and physical restraint pursuant *only* to the conditions allowed in the School Code and ISBE rules.** State statute and ISBE rules contain complex restrictions on the use of isolated time out, time out, and physical restraint. 105 ILCS 5/2-3.130 and 5/10-20.33, amended by P.A. 102-339; 105 ILCS 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. According to the ISBE rule, isolated time out, time out, and physical restraints are allowed only if a board authorizes their use in a policy containing the numerous components identified in the rule. To comply with ISBE's rule, a board must also incorporate by reference the district's procedure, i.e., 7:190-AP4, *Use of Isolated Time Out, Time Out, and Physical Restraint*. By doing this, the policy includes the district's procedure. **For a board that wants to prohibit the use of isolated time out, time out, and physical restraint** (1) delete this subhead and its contents; (2) amend the Legal References as follows "23 Ill.Admin.Code §~~§~~ 1.280~~, 1.285~~," and (3) delete "Incorporated by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)".

**49** This section paraphrases 105 ILCS 5/10-22.6(d) and contains the statutorily required punishment for bringing a weapon to school along with the statutory definition of *weapon*. When preparing for a due process hearing, a principal needs to use the applicable State and federal law definitions of *firearm* – not just the School Code.

While subsection 105 ILCS 5/10-22.6(b-10) explicitly forbids zero tolerance policies, it provides an exception for those zero tolerance policies established by State or federal law, which includes weapons in school. Section 10-22.6(d) provides that a student who brings a weapon to school, as defined in the section, "shall be expelled for a period not less than one year," unless modified by the superintendent or board. The federal Gun-Free Schools Act (20 U.S.C. §7961 et seq.) provides for at least a one year expulsion for students who bring firearms to school. As directed by 20 U.S.C. §7961(b)(1), 105 ILCS 5/10-22.6(d), the superintendent and the board may modify that consequence; however, the superintendent/board may decline to exercise that discretion and instead impose the maximum penalty authorized by law. Analyzing the student's circumstances on a case-by-case basis may avoid a judicial finding that an expulsion is too severe. See Washington v. Smith, 248 Ill.App.3d 534 (1st Dist. 1993).

Item #4 in the **Prohibited Student Conduct** section is broader because it prohibits "using, possessing, controlling, or transferring" a weapon in addition to violating the **Weapons** section.

**50** Optional.

**51** The Firearm Concealed Carry Act permits a properly licensed individual to carry a concealed firearm within a vehicle into a school parking area and store it a locked vehicle out of plain view. 430 ILCS 66/65(b). The federal Gun-Free Schools Act has a similar provision. 20 U.S.C. §7961(g). The School Code, however, contains no similar exception to the ban on firearms at schools. Contact the board attorney before permitting students to store their firearms in their vehicle's trunk while parked at school.

Re-Engagement of Returning Students [52]

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. [53]

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.[54] 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.[55] *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. [56]

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

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**52** Required by 105 ILCS 5/10-22.6(b-25). See 7:190-AP8, *Student Re-Engagement Guidelines*.

**53** A goal for re-engagement is optional. Schools must permit students who were suspended to make-up work for equivalent academic credit. 105 ILCS 5/10-22.6(b-30).

**54** 105 ILCS 5/10-27.1A, 5/10-27.1B, and 5/10-21.7. *School grounds* includes the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground. To satisfy the reporting requirement, ISBE created the School Incident Reporting System (SIRS), a web-based application on IWAS for schools to report incidents electronically. Reporting on SIRS does not satisfy the requirement to report incidents to local law enforcement authorities.

**55** Id. State law imposes this duty to report firearm possession only on school officials; this duty may be also imposed on volunteers and community members. Only staff members, however, are vulnerable to committing a petty offense for their failure to report, and only staff members are protected from civil or criminal liability that might arise as a result of making a report (although the liability potential for anyone making a report is remote).

The building principal must notify the student's parents/guardians only when the alleged offense is firearm possession. The policy expands this notification duty; a board disinclined to do this should substitute the following sentence:

> Upon receiving such a report, the Building Principal or designee shall immediately notify the applicable local law enforcement agency, Ill. Dept. of State Police (ISP), and, if a student is reportedly in possession of a firearm, also the student's parents/guardians.

**56** 105 ILCS 5/24-24 and 23 Ill.Admin.Code §1.280 require: (1) teachers and other certificated [licensed] employees (except for individuals employed as paraprofessionals) to maintain discipline, and (2) the district to have a policy on discipline that provides that:

[A] teacher, other certificated employee, and any other person, whether or not a certificated employee, providing a related service for or with respect to a student may use reasonable force as needed to maintain safety for the other students, school personnel or persons or for the purpose of self-defense or the defense of property, shall provide that a teacher may remove a student from the classroom for disruptive behavior, and shall include provisions which provide due process to students. The policy shall not include slapping, paddling or prolonged maintenance of students in physically painful positions nor shall it include the intentional infliction of bodily harm. 105 ILCS 5/24-24.

consecutive school days, provided the appropriate procedures are followed.[57] The Board may suspend a student from riding the bus in excess of ten school days for safety reasons. [58]

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee,[59] shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

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

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

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

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

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**57** Required by 105 ILCS 5/10-22.6(b).

**58** Id.

**59** The board must establish and maintain a parent-teacher advisory committee to develop guidelines on student discipline. See 2:150, *Committees.* This policy's dissemination requirements are from 105 ILCS 5/10-20.14.

A comprehensive student handbook can provide notice of the school's conduct rules, extracurricular and athletic participation requirements, and other important information. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/resources/model-student-handbook.

# Students

## Suspension Procedures [1]

In-School Suspension [2]

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

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

Out-of-School Suspension

The Superintendent or designee shall implement suspension procedures that provide, at a minimum, for each of the following: [3]

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).

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**1** State law requires districts to have a policy on student discipline. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. State or federal law controls this policy's content. ~~In 2014 the U.S. Dept. of Education (DOE) and the U.S. Dept. of Justice DOJ) jointly released a school discipline package, Guiding Principles: A Resource Guide for Improving School Climate and Discipline, at: www2.ed.gov/policy/gen/guid/school-discipline/guiding-principles.pdf. However, Guiding Principles was among six student discipline guidance documents rescinded by a joint DOE and DOJ Dear Colleague letter dated 12-21-18, at: www2.ed.gov/about/offices/list/ocr/letters/ colleague-201812.pdf~~.

Boards may authorize *by policy* the superintendent, building principal, assistant building principal, or dean of students to suspend students guilty of gross disobedience or misconduct from school, including all school functions. 105 ILCS 5/10-22.6(b). See 7:190, *Student Behavior*, for such an authorization.

**2** An in-school suspension program may focus on promoting non-violent conflict resolution and positive interaction with other students and school personnel, and districts may employ a school social worker or a licensed mental health professional to oversee in-school suspension programs. 105 ILCS 5/10-22.6(l) ~~added by P.A. 100-1035~~ Providing programming during in-school suspensions is not required; however providing educational programs during in-school suspensions will help distinguish them from exclusionary suspensions. See f/n 3 in policy 5:230, *Maintaining Student Discipline*, for further discussion of in-school suspension programs. Contact the board attorney for advice concerning amending this section.

20 ILCS 1705/76, added by P.A. 101-45, requires the Ill. Dept. of Public Health to create and maintain an online database and resource page on its website that contains mental health resources specifically geared toward school social workers, school counselors, parents, teachers, and school support personnel. See the database at: www.dhs.state.il.us.

**3** Suspension procedures are required by State law. 105 ILCS 5/10-22.6. The right to attend school is a property right protected by the due process clause of the U.S. Constitution. Goss v. Lopez, 419 U.S. 565 (1975). Imposing a short deprivation of this property right by suspending a student for 10 or fewer days requires only minimal due process. The student must be generally informed of the reasons for the possible suspension, and be permitted to tell his/her version of the story. Making a decision to suspend before the hearing violates the basic due process requirement that the hearing be meaningful. Sieck v. Oak Park-River Forest High Sch., 807 F.Supp. 73 (N.D. Ill. 1992).

105 ILCS 5/10-22.6(b) allows a student who is suspended in excess of 20 school days to be immediately transferred to an alternative program in the manner provided in Article 13A or 13B of the School Code. A student cannot be denied transfer because of the suspension, except in cases in which such transfer is deemed to cause a threat to the safety of students or staff in the alternative program.

Consult the board attorney for assistance if a suspension will exceed 10 consecutive school days. Subsection 10-22.6(b) uses the phrase "is suspended in excess of 20 school days" even though a 20-consecutive day suspension should be treated as an expulsion. Goss v. Lopez, 419 U.S. 565 (1975). For further discussion, see f/n 43 in policy 7:190, *Student Behavior*.

4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall: **4**
   a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;
   b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit; **5**
   c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
   d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
   e. Depending upon the length of the out-of-school suspension, include the following applicable information:
      i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose: **6**
         a) A threat to school safety, or
         b) A disruption to other students' learning opportunities.
      ii. For a suspension of 4 or more school days, an explanation: **7**
         a) That other appropriate and available behavioral and disciplinary interventions have been exhausted,
         b) As to whether school officials attempted other interventions or determined that no other interventions were available for the student,**8** and
         c) That the student's continuing presence in school would either:
            i) Pose a threat to the safety of other students, staff, or members of the school community, or
            ii) Substantially disrupt, impede, or interfere with the operation of the school.
      iii. For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension. **9**

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**4** 105 ILCS 5/10-22.6.

**Consult the board attorney** (1) about the specific documentation required in this portion of the notice, and (2) to ensure that 7:200-E1, *Short Term Out-of-School Suspension (1-3 Days) Reporting Form* and 7:200-E2, *Long Term Out-of-School Suspension (4-10 Days) Reporting Form* reflect the exact practices that the district will use to implement this requirement.

**5** Required by 105 ILCS 5/10-22.6(b-30).

**6** 105 ILCS 5/10-22.6(b-15) explains that "threat to school safety or a disruption to other students' learning opportunities" shall be determined by the school board or its designee on a case-by-case basis. **Consult the board attorney for specific advice regarding the application of these statutory terms in this context (see f/n 8, below).**

**7** 105 ILCS 5/10-22.6(b-20). School officials are granted the sole authority to determine on a case-by-case basis: (1) whether "appropriate and available behavioral and disciplinary interventions have been exhausted;" and (2) whether "the student's continuing presence in school would either (i) pose a threat to the safety of other students, staff, or members of the school community, or (ii) substantially disrupt, impede, or interfere with the operation of the school." Consult the board attorney to request specific training for school officials to apply these statutory terms in this context.

**8** While school officials have discretion to determine the length of suspensions, they must resolve threats, address disruptions, and minimize the length of student exclusions to the greatest extent practicable. 105 ILCS 5/10-22.6(b-20). **Consult the board attorney about the practical implementation of documenting other appropriate and available interventions for the student.**

Last, the law also requires school districts to make reasonable efforts to provide ongoing professional development to teachers, administrators, school board members, school resource officers, and staff on the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates. 105 ILCS 5/10-22.6(c-5). ~~amended by P.A. 100-810~~.

**9** 105 ILCS 5/10-22.6(b-25).

5. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.
6. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board.[10] At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from ~~the Department of Human Services~~ a local mental health agency to consult with the Board.[11] After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above. [12]

LEGAL REF.: ~~105 ILCS 5/10-22.6.~~
Goss v. Lopez, ~~95 S.Ct. 7294~~ 19 U.S. 565 (1975).
~~Sieck v. Oak Park River Forest High School, 807 F.Supp. 73 (N.D. Ill., E.D., 1992).~~
105 ILCS 5/10-20.14, 5/10-22.6.
23 Ill.Admin.Code §1.280.

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

[10] A board may hear student disciplinary cases in a meeting closed to the public. 5 ILCS 120/2(c)(9).
[11] 105 ILCS 5/10-22.6(c), amended by P.A. 102-539.
[12] 105 ILCS 5/10-22.6(b).

# Students

## Expulsion Procedures [1]

The Superintendent or designee shall implement expulsion procedures that provide, at a minimum, for the following: [2]

1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. [3] The request shall: [4]
   a. Include the time, date, and place for the hearing.
   b. Briefly describe what will happen during the hearing.
   c. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend expulsion.
   d. List the student's prior suspension(s).
   e. State that the School Code allows the School Board to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
   f. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
2. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or a hearing officer appointed by it. [5] If a hearing officer is appointed, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent or designee shall invite a representative from ~~the Dept. of Human Services~~ a local mental health agency to consult with the Board. [6]

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[1] State or federal law requires districts to have a policy on student discipline. 105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280. State or federal law controls this policy's content. The discipline of special education students must comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules. See 7:230, *Misconduct by Students with Disabilities*.

[2] Expulsion procedures are required by State law. 105 ILCS 5/10-22.6(a). The right to attend school is a property right protected by the due process clause of the U.S. Constitution. Goss v. Lopez, ~~95 S.Ct. 7294~~ 19 U.S. 565 (1975). Thus, an expulsion of more than 10 days requires due process including, but not limited to, notice of the charges, an opportunity to hear the evidence in support of the charges, an opportunity to refute them, and a decision by an impartial decision maker based on the evidence presented. The adequacy of an expulsion hearing is frequently challenged; the board attorney should be consulted as every due process analysis will be highly fact specific. See f/n 9, *infra*.

[3] 105 ILCS 5/10-22.6(a). Whenever the term "registered mail" is used in the School Code, it shall be deemed to authorize the use of either registered mail or certified mail, return receipt requested. 105 ILCS 5/1-3.5.

[4] Id. Items a and b address due process, which includes the right to receive a notice with enough detail and with enough time to prepare a defense. Item c details the requirements pertaining to expulsions throughout 105 ILCS 5/10-22.6. ~~amended by P.A. 99-456, eff. 9-15-2016~~. Items d through f are optional best practice inclusions. **Consult the board attorney about the specific documentation required in this portion of the notice to ensure the district's practice matches the policy language.**

[5] A board may hear student disciplinary cases in a meeting closed to the public. 5 ILCS 120/2(c)(9).

[6] 105 ILCS 5/10-22.6(c), amended by P.A. 102-539.

3. During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. [7] After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.
4. If the Board acts to expel the student, its written expulsion decision shall: [8]
   a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school. [9]
   b. Provide a rationale for the specific duration of the recommended expulsion. [10]
   c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student. [11]
   d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school. [12]

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[7] A student's opportunity to offer evidence, present witnesses, cross-examine witnesses, and otherwise present reasons why the student should not be expelled generally outweighs a district's interest in not providing the student these opportunities. See, Camlin v. Beecher Comm. Sch. Dist., ~~791 N.E.2d 127~~ 339 Ill.App.3d 1013 (Ill.App 3rd Dist. 2003) and Colquitt v. Rich Tsp H. S. Dist., ~~699 N.E.2d 1109~~ 298 Ill.App.3d 856 (~~Ill. App~~.1st Dist. 1998). Determining whether denying these opportunities would violate a student's right to due process requires a careful analysis of the facts and federal case law. See Brown v. Plainfield Dist., 500 F. Supp.2d 996 (N.D. Il. 2007) and Coronado v. Valleyview Sch. Dist., ~~2008 WL 3316022~~ 537 F.3d 791 (7th Cir. 2008).

[8] **Consult the board attorney to request specific training for school officials to apply these statutory terms in the context of expulsions**. See 7:210-E1, *Notice of Expulsion Hearing*. The law gives school officials discretion while also requiring them to resolve threats, address disruptions, and minimize the length of student exclusions to the greatest extent practicable. ~~(~~105 ILCS 5/10-22.6(b-20) amended by P.A. 99-456, eff. 9-15-2016).Yet, the law also requires school districts to make reasonable efforts to provide ongoing professional development to teachers, administrators, school board members, school resources offices, and staff on the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, and developmentally appropriate disciplinary methods that promote positive and healthy school climates. 105 ILCS 5/10-22.6(c-5~~) amended by P.A. 99-456, eff. 9-15-2016).~~

[9] 105 ILCS 5/10-22.6(a).

[10] Id.

[11] 105 ILCS 5/10-22.6(b-20) ~~amended by P.A. 99-456, eff. 9-15-2016~~ requires and grants school officials the sole authority to determine on a case-by-case basis: (1) whether "appropriate and available behavioral and disciplinary interventions have been exhausted," and (2) whether "the student's continuing presence in school would either (i) pose a threat to the safety of other students, staff, or members of the school community or (ii) substantially disrupt, impede, or interfere with the operation of the school."

[12] Id.

5. Upon expulsion, the District may refer the student to appropriate and available support services. [13]

LEGAL REF.: ~~105 ILCS 5/10-22.6(a).~~
Goss v. Lopez, ~~95 S.Ct. 729419 U.S. 565~~ (1975).
105 ILCS 5/10-20.14, 5/10-22.6.

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

[13] 105 ILCS 5/10-22.6(b-25). **Consult the board attorney about transfers to an alternative program pursuant to Article 13A of the School Code.** See Leak v. Bd. of Educ. of Rich Twp. High Sch. Dist. 227, 2015 IL App (1st) 143202, requiring *obiter dictum* that before school officials transfer students to alternative schools for extended periods of time, they must provide students with a meaningful opportunity to be heard.

# Students

## Conduct Code for Participants in Extracurricular Activities [1]

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

Participants in extracurricular activities must abide by the conduct code for the activity and Board policy 7:190, *Student Behavior*. All coaches and sponsors of extracurricular activities shall annually review the conduct code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in these programs. [4]

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[1] State or federal law controls this policy's content.

[2] Optional:

> ...and the rules adopted by any association in which the School District maintains a membership.

[3] In most cases involving a student's removal from an extracurricular activity, courts have ruled that participation in extracurricular programs is a privilege rather than a right. Clements v. Bd. of Educ. of Decatur Public Sch. Dist. No. 61, 133 Ill.App.3d 531 (4th Dist. 1985 )~~478 N.E.2d 1209 (Ill.App.4, 1985~~). The deprivation of a privilege does not trigger the Constitution's due process provision. Consequently, unlike school attendance, students generally have no constitutional right to participate in extracurricular programs. See also Kevin Jordan v. O'Fallon THSD 203, 302 Ill.App.3d 1070 (5th Dist. 1999)~~706 N.E.2d 137 (Ill.App.5, 1999)..~~ This case involved a type of *"good citizen"* rule in which all student-participants in extracurricular activities agreed to abide by the school's ban on alcohol and drug use. Pursuant to this rule, the school suspended a star football player who police had found intoxicated at a convenience store around 3:00 A.M. The suspension was upheld.

Compare with Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021), which involved a student suspended from the cheerleading squad for one year after she posted two vulgar *snaps* on Snapchat while off campus during the weekend. The U.S. Supreme Court held that while schools may have a special interest in regulating some off-campus student speech, e.g., teaching good manners and preventing disruption, here the school's interests were insufficient to overcome the student's interest in free expression, and the one-year suspension violated the student's First Amendment rights. The Court noted that the school's interest in regulation was diminished by the fact that the student's speech did not identify the school, did not target any member of the school community, and was transmitted through a personal cell phone to an audience consisting of her private circle of Snapchat friends. Comments during oral argument suggest the Court was particularly struck by the severity of the discipline issued as well. Careful factual analysis, in consultation with the board attorney, should occur when considering discipline of participants for off-campus ~~activity Nevertheless, participants who violate the conduct code should be allowed to give an explanation before being removed from the activity.~~ See 7:240-AP1, *Code of Conduct for Extracurricular Activities*.

[4] 105 ILCS 5/27-23.3.

Extracurricular Drug and Alcohol Testing Program [5]

The District maintains an extracurricular drug and alcohol testing program in order to foster the health, safety, and welfare of its students. Participation in extracurricular activities is a privilege and participants need to be exemplars. The program promotes healthy and drug-free participation.

Each student and his or her parents/guardians must consent to having the student submit to random drug and alcohol testing in order to participate in any extracurricular activity. Failure to sign the District's ~~"Random Drug and Alcohol Testing Consent"~~ *Consent to Participate in Extracurricular Drug and Alcohol Testing Program* form will result in non-participation.

If a test is *positive*, the student will not participate in extracurricular activities until after a *follow-up* test is requested by the Building Principal or designee and the results are reported. The Building Principal or designee will request a *follow-up* test after such an interval of time that the substance previously found would normally be eliminated from the body. If this *follow-up* test is negative, the student will be allowed to resume extracurricular activities. If a *positive* result is obtained from the *follow-up* test, or any later test, the same previous procedure shall be followed.

The Superintendent or designee shall develop procedures to implement this policy. No student shall be expelled or suspended from school as a result of any verified positive test conducted under this program other than when independent reasonable suspicion of drug and/or alcohol usage exists. This program does not affect the District policies, practices, or rights to search or test any student who at the time exhibits cause for reasonable suspicion of drug and/or alcohol use.

Performance Enhancing Drug Testing of High School Student Athletes [6]

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

[5] This program is optional. The U.S. Supreme Court upheld the constitutionality of a student activities drug testing policy that required all middle and high school students to consent to random urinalysis testing for drugs in order to participate in any extracurricular activity. Bd. of Educ. of Independent Sch. Dist. No. 92 v. Earls et al., 536 U.S. 822 ~~122 S.Ct. 2559~~ (2002). This sample policy, as well as the procedures and forms implementing it, are based on the policy approved by the Seventh Circuit in Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998). Alternatively, this program may be limited to extracurricular athletic participants; if so, add the Drug and Alcohol Testing Program to policy 7:300, *Extracurricular Athletics*, and delete it from here.

[6] For a list of banned substances, the testing program, and other related resources, see the IHSA Sports Medicine website, www.ihsa.org/Resources/Sports-Medicine/Performance-Enhancing-Drugs-Steroid-Education. ~~Educationwww.ihsa.org/Resources/SportsMedicine/PerformanceEnhancingDrugsSteroidEducation.aspx.~~

LEGAL REF.: Mahanoy Area Sch. Dist. v. B.L., 141 S.Ct. 2038 (2021).
Bd. of Educ. of Independent Sch. Dist. No. 92 v. Earls, 536 U.S. 822 ~~122 S.Ct. 2559~~ (2002).
Vernonia Sch. Dist. 475 v. Acton, 515 U.S. 646 (1995).
Clements v. Bd. of Educ. of Decatur, 133 Ill.App.3d 531 (4th Dist. 1985). ~~478 N.E.2d 1209 (Ill.App.4, 1985).~~
Kevin Jordan v. O'Fallon THSD 203, 302 Ill.App.3d 1070 (5th Dist. 1999). ~~706 N.E.2d 137 (Ill.App.5, 1999).~~
Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998) ~~Veronia School Dist. 475 v. Acton, 515 U.S. 646 (1995)~~
105 ILCS 5/24-24, 5/27-23.3, and 25/2.

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

# Students

## Student Support Services [1]

The following student support services may be provided by the School District: [2]

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

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**1** State or federal law controls this policy's content.

**2** All districts are required to conduct a comprehensive needs assessment to determine the scope of student personnel services needs in the areas of: (1) guidance and counseling needs; (2) psychological needs; (3) social work needs; and (4) health needs. 23 Ill.Admin.Code §1.420(q). Endorsement requirements for various types of school support personnel are referenced in f/ns 3 through 6 below, and further information is available at www.isbe.net/Pages/PEL-School-Support-Ed-Lic.aspx. Until June 20, 2023, an individual who fails to meet the necessary qualifications for a specific school support personnel endorsement, but holds another professional license or certification approved by ISBE, may seek short-term approval for assignment to a position in situations where an unforeseen vacancy occurs. Short-term approvals are valid for three full fiscal years. 23 Ill.Admin.Code §25.432.

P.A. 95-558 created the Ensuring Success in School Task Force. This task force developed recommendations for policies, procedures, and protocols for school boards to adopt to address the education and related needs of students who are parents, expectant parents, or victims of domestic or sexual violence. The intent of the recommendations is to ensure these student populations' ability to: (1) stay in school; (2) stay safe at school; and (3) successfully complete their education. A copy of this report is at: www.isbe.net/Documents/ess-task-force-final-report0610.pdf#search=%22ensuring%20success%20in%20school%20task%20force%22. ~~http://povertylaw.org/advocacy/women/pubs/essa-task-force-report.~~ School boards and superintendents may want to create their own study groups to discuss implementation of the task force's recommendations for policies, procedures and protocols.

**3** School districts may employ noncertificated/non-professional-educator-licensed *registered professional nurse*s to perform professional nursing services. 105 ILCS 5/10-22.23; 23 Ill.Admin.Code §1.760(c). A *registered professional nurse* means any nurse who is licensed to practice professional nursing in Illinois under the Nurse Practice Act (225 ILCS 65/) and whose license is active and in good standing with the Ill. Dept. of Financial and Professional Regulation. 23 Ill.Admin.Code §1.760(b).

A *school nurse* means any registered professional nurse who also holds a professional educator license endorsed for school support services in school nursing, or any registered professional nurse who does not hold the professional educator license but was employed in the school district of current employment before 7-1-76. 23 Ill.Admin.Code §1.760(c).

105 ILCS 5/10-22.23 provides that any nurse first employed on or after 7-1-76, whose duties require teaching or the exercise of instructional judgment or educational evaluation of students, must be licensed under 105 ILCS 5/21-25. However, that licensure Section 21-25 was repealed by P.A. 98-413, eff. 8-16-13.

A school nurse may hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(c), 23.120, 25.245 ~~amended at 42 Ill. Reg. 8901. An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.245, amended at 42 Ill. Reg. 8901~~

**4** A *school psychologist* means a psychologist who holds a Professional Educator License with a school psychologist endorsement per 105 ILCS 5/21B-25 and either: (1) has graduated with a master's degree or higher degree in psychology or educational psychology from an institution of higher education that maintains equipment, courses of study, and standards of scholarship approved by the Ill. State Board of Education (ISBE), has had at least one school year of full-time supervised experience in the delivery of school psychological service approved by the State Superintendent of Education, and has such additional qualifications as may be required by ISBE; or (2) holds a valid Nationally Certified School Psychologist credential. 105 ILCS 5/14-1.09. ~~amended by P.A. 100-750~~ School psychologists hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(a), 23.130, 25.235. ~~amended at 42 Ill. Reg. 8900. An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.235, amended at 42 Ill. Reg. 8900~~

3. The services of a school social worker.[5] A student's parent/guardian must consent to regular or continuing services from a social worker.
4. Guidance and school counseling[6] services.
5. A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.[7]

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health needs that impact learning ability.[8] The District, however, assumes no liability for preventing, identifying, or treating such needs.

*Erin's Law* Counseling Options, Assistance, and Intervention [9]

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

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

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**5** A *school social worker* means a social worker who has graduated from an accredited graduate school of social work and has such additional qualifications as may be required by ISBE and who holds a Professional Educator License with a school support personnel endorsement for school social work per 105 ILCS 5/21B-25. 105 ILCS 5/14-1.09a. See 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(a), 23.140, 25.215. ~~amended at 42 Ill. Reg. 8896. An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.215~~. School social workers may not provide services outside of their district employment to any student(s) attending school in the district. 23 Ill.Admin.Code §25.215. *School marriage and family therapists* are another type of school support personnel; they hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§23.150, 25.260.

**6** *School counselors* hold a Professional Educator License with a school support personnel endorsement. 105 ILCS 5/21B-25(2)(G); 23 Ill.Admin.Code §§1.760(a), 23.110, 25.225. ~~An individual who fails to meet one or more requirements for this endorsement may seek an educator license with stipulations endorsed for provisional educator. 105 ILCS 5/21B-20; 23 Ill.Admin.Code §25.225, amended at 42 Ill. Reg. 8897~~ *School guidance counselors* refers to district employees that work in high schools to offer students advice and assistance in making career or college plans; no specific school support personnel endorsement exists for school guidance counselors. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-327.

In contrast, *professional counselors* and professional counseling practice in Illinois are governed by the Professional Counselor and Clinical Professional Counselor Licensing and Practice Act and its implementing regulations. 225 ILCS 107/; 68 Ill.Admin.Code Part 1375. The Mental Health and Developmental Disabilities Code, 405 ILCS 5/,~~ amended by P.A.s 100-196 and 100-614~~, provides that minors 12 years of age or older may request and receive up to eight 90-minute sessions (previously five 45-minute sessions) of professional counseling services or psychotherapy (provided by a clinical psychologist) without the consent of the minor's parent, guardian, or person in loco parentis. 405 ILCS 5/3-5A-105 ~~added by P.A. 100-614~~. Most school districts do not regularly provide *professional* counseling or *clinical* psychological services to students. Instead, most districts provide *school counseling* or *school psychological* services to students, and Illinois law does not specify any limits on the number of school counseling or school psychological sessions which a minor may have before obtaining parent/guardian permission. If your district seeks to regularly provide *professional counseling* or *clinical psychological* services to students, consult with your board attorney about potential changes to board policies and administrative procedures, as well as collective bargaining issues.

**7** Optional. 105 ILCS 5/10-20.59 ~~added by P.A. 99-781 and amended by P.A. 100-201,~~ allows a liaison. Be sure this policy is consistent with policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. See f/n 13 in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, for liaison responsibilities and requirements.

**8** Required by the Children's Mental Health Act of 2003, 405 ILCS 49/15(b).

**9** Required by *Erin's Law,* 105 ILCS 5/10-23.13(b)(2), (3), and (5), amended by P.A. 102-610. See sample policy 5:90, *Abused and Neglected Child Reporting*, and administrative procedure 5:90-AP, *Coordination with Children's Advocacy Center*, for more information on Children's Advocacy Centers.

LEGAL REF.: 105 ILCS 5/10-23.13(b) and 5/21B-25(G).
405 ILCS 49/, Children's Mental Health Act of 2003.
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.
~~105 ILCS 5/10-20.58~~

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

# Students

## Exemption from Physical Education [1]

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act.[2] The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request.[3] Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting. [4]

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practice Act, prevents his or her participation in the physical education course. [5]

State law prohibits the Board from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District. [6]

A student who is eligible for special education may be excused from physical education courses in either of the following situations: [7]

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

A student requiring adapted physical education must receive that service in accordance with his or her Individualized Educational Program/Plan (IEP). [8]

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**1** An ISBE rule requires boards to have a policy defining the types of parental excuses that will be accepted in order for a student to be exempted from P.E. 23 Ill.Admin.Code §1.425(e), amended at 42 Ill.Reg. 11542-43. State or federal law controls this policy's content.

For elementary districts, delete ~~6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*~~ from the cross references of this policy.

**2** Medical Practice Act is found in 225 ILCS 60/.

**3** Required by 23 Ill.Admin.Code §1.425(d)(1) and (2), ~~amended at 42 Ill.Reg. 11541~~ School boards must identify any evidence/support they will require for excuses they will deem *appropriate*. Before the board adopts this policy, it should have a conversation with the superintendent to discuss and review and/or amend the sample reasons for excusal offered in this policy. Topics for discussion include determining whether (a) the sample reasons are sufficient, (b) more reasons are needed, and/or (c) the sample reasons should be amended. These conversations should be based upon the community's needs.

**4** 105 ILCS 5/27-6(b-5), added by P.A. 102-405. A note from clergy or a religious leader is unnecessary and should not be requested by a district.

**5** Required by 105 ILCS 5/27-6 ~~amended by P.A. 100-465~~, and 23 Ill.Admin.Code §1.425(d)(3).~~amended at 42 Ill.Reg. 11541-42~~

**6** 105 ILCS 5/27-6(b); 23 Ill.Admin.Code §1.425(e)(6).~~amended at 42 Ill.Reg.11543~~. See 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*, for a list of categories of students in grades 9-12 who may be excused from P.E. due to participation in school district athletic training, activities, or competitions.

**7** 105 ILCS 5/27-6(b) and 23 Ill.Admin.Code §1.425(e)(5)(A) and (B). ~~amended at 42 Ill.Reg. 11543~~

**8** 105 ILCS 5/27-6(b).

A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*. **9**

Students in grades 7 and 8 may submit a written request to the Building Principal to be excused from physical education courses because of his or her ongoing participation in an interscholastic or extracurricular athletic program.**10** The Building Principal will evaluate requests on a case-by-case basis.

The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate. **11**

Students who have been excused from physical education shall return to the course as soon as practical.**12** The following considerations will be used to determine when a student shall return to a physical education course:**13**

1. The time of year when the student's participation ceases;
2. The student's class schedule; and
3. The student's future or planned additional participation in activities qualifying for substitutions for physical education as outlined in policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*.**14**

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

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

**9** 105 ILCS 5/27-6; ~~amended by P.A. 100-465~~ 23 Ill.Admin.Code §1.425(e). ~~added at 42 Ill.Reg. 11542 43~~ Delete this sentence for elementary school districts.

**10** Optional. Id. See f/n 19 in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*, for discussion of what constitutes an *interscholastic* or *extracurricular athletic program*. Delete this paragraph for high school districts.

For elementary or unit school boards that want to explain the meaning of *interscholastic or extracurricular athletic program*, insert the following option:

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

**11** 23 Ill.Admin.Code §1.425(e). , ~~amended at 42 Ill.Reg. 11542~~ Districts must maintain records showing that the criteria set forth in 105 ILCS 5/27-6, amended by P.A. 100-465, was applied to the student's individual circumstances.

**12** 23 Ill.Admin.Code §1.425(e)(1)(A)-(C~~). added at 42 Ill.Reg. 11542.~~

**13** Insert any additional criteria the board may want to use.

**14** Delete item #3 for elementary districts, move "and" to the end of sentence number 1, delete the semicolon at the end of number 2 and insert a period.

# Students

## Suicide and Depression Awareness and Prevention [1]

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

Suicide and Depression Awareness and Prevention Program

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

1. Protocols for administering youth suicide awareness and prevention education to students and staff. [2]
   a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7 (requiring education for students to develop a sound mind and a healthy body).
   b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under 105 ILCS 5/3-14.8 (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide.[3] Implementation will incorporate:
   a. The training required by 105 ILCS 5/10-22.39 for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and

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**1** A suicide awareness and prevention policy is required by 105 ILCS 5/2-3.166(c). The first sentence of this policy is required by 105 ILCS 5/2-3.166(c)(1).

This policy contains an item on which collective bargaining may be required. See 105 ILCS 5/10-22.24b. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

**2** Required by 105 ILCS 5/2-3.166(c)(2). While this law is titled Youth Suicide Awareness and Prevention, it requires the policy to include protocols for administering youth suicide awareness and prevention education to *staff* and students.

For student protocols, see 105 ILCS 5/2-3.139 and 105 ILCS 5/27-7.

For staff protocols, see 105 ILCS 5/3-14.8, which requires the regional superintendents to cover the warning signs of suicidal behavior in teacher's institutes. In suburban Cook County, an Intermediate Service Center will perform the responsibilities that are performed in other locations by the regional superintendent. ~~P.A. 96-893.~~

**3** Required by 105 ILCS 5/2-3.166(c)(3). This policy adds *with the goal of* and *possibly* to modify the statute's use of "at risk of suicide." *With the goal of* acknowledges that identifying every student at risk of suicide is impossible. *Possibly* is added to inform the public that these identifications are not definitive. School staff members are not licensed medical professionals who are fully trained to make definitive determinations about whether a student is at risk of suicide, and parents/guardians should not take any referral under this requirement as such.

105 ILCS 5/10-22.39, amended by P.A. ~~s 100-903 and~~ 101-350, requires licensed school personnel and administrators who work with students in kindergarten through grade 12 to be trained to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques. While very little guidance is available for students in grades 6 and below, *Ann Marie's Law* directs the Ill. State Board of Education (ISBE) to compile, develop and post these items on its website. Districts may use the Ill. Mental Health training program, established under the Ill. Mental Health First Aid Training Act, to provide the training for this in-service requirement. See f/n 4 in policy 5:100, *Staff Development Program*, for further discussion of this training requirement.

*Ann Marie's Law* requires ISBE to develop and recommend materials. See the discussion in f/n 7, below, on ISBE-recommended materials.

b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.

3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies: **4**

   a. ~~Board policy~~ 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and 405 ILCS 49/15(b) (requiring student social and emotional development in the District's educational program);

   b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;

   c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;

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

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

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

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

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

4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*. **5**

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

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**4** Required by 105 ILCS 5/2-3.166(c)(4), amended by P.A. 102-267, eff. 7-1-22. For further discussion of 105 ILCS 5/10-22.24b, see f/n 2 in policy 6:270, *Guidance and Counseling Program*. This policy adds "for use during the school day and at school-sponsored events" to inform the public about the limitations concerning what schools can realistically provide students and their parent(s)/guardian(s). See the discussion in f/n 3 regarding the addition of the word *possibly*.

**5** Required by 105 ILCS 5/2-3.166(c)(5). See 7:250-AP2, *Protocol for Responding to Students with Social, Emotional, or Mental Health Needs* for information about building-level Student Support Committees. When sharing information from therapists and counselors, these committees are required to follow the Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/, and the Children's Mental Health Act of 2003, 405 ILCS 49/.

**6** Required by 105 ILCS 5/2-3.166(c)(6).

6. A process to incorporate ISBE-recommended resources[7] on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program. [8]

Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program. [9]

Monitoring [10]

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

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website.[11] The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District.[12] Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law. [13]

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Children's Mental Health Act of 2003, 405 ILCS 49/, Mental Health and Developmental Disabilities

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[7] 105 ILCS 5/2-3.166(b)(2)(B), directs ISBE to "compile, develop, and post on its publicly accessible Internet website both of the following, which may include materials already publicly available: (A) [r]ecommended guidelines and educational materials for training and professional development, and (B) [r]ecommended resources and age-appropriate educational materials on youth suicide awareness and prevention."

ISBE has created the *Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers, and Staff*, at: www.isbe.net/Documents/Suicide-Prevention-Procedures.pdf, as well as listing other resources at: www.isbe.net/Pages/Suicide-Prevention.aspx.

[8] Required by 105 ILCS 5/2-3.166(c)(7).

[9] Optional. The ~~status of the~~ *Illinois Suicide Prevention Strategic Plan* ~~is unclear in light of Ann Marie's Law. However, the plan~~ may be found at: www.dph.illinois.gov/sites/default/files/publications/011519ohpm-suicide-prevention-plan-2018-2021.pdf ~~www.idph.state.il.us/about/chronic/Suicide_Prevention_Plan_Jan-08.pdf.~~ Its goals and objectives reflect the input of public and private organizations and stakeholders that are concerned with mental health. It is designed to reduce suicide through a positive public health approach. ~~The target dates for implementing these goals and objectives started in 2010 with target dates of completion in 2012~~ See also the Suicide Prevention Resource Center and its Illinois page at www.sprc.org/states/illinois for more information on which goals in the Illinois Suicide Prevention Strategic Plan have been implemented. The Suicide Prevention Resource Center also had an awareness public prevention pilot program titled "It Only Takes One," available at: www.itonlytakesone.org/.

[10] Required by 105 ILCS 5/2-3.166(d).

[11] Id. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*. Consult the board attorney about whether a signature is required to prove compliance with the law's specific requirement that *each school district employee* and *each student enrolled in the District* are informed of and/or provided a copy of the policy.

[12] Id. Consult the board attorney about placing the policy in the student handbook instead of and/or in addition to providing a hard copy to each student's parent/guardian. Members of the Ill. Principals Assoc. (IPA) may subscribe to the IPA's Model Student Handbook Service, which are aligned with IASB's policy services. For more information, see: www.ilprincipals.org/resources/model-student-handbook.

[13] 105 ILCS 5/10-20.73 (final citation pending), added by P.A. 102-134 (district-issued ID cards for students, and information on districts' websites); 105 ILCS 5/10-20.75 (final citation pending), added by P.A. 102-416 (districts must insert either the Safe2Help Illinois helpline or a local suicide prevention hotline on ID card, contact to identify each helpline that may be contacted through text messaging, and include the same in student handbooks and planners (if a student planner is custom printed by a district or its schools for distribution to students in any of grades 6 through 12)).

Confidentiality Act, 740 ILCS 110/, and the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body. **14**

**14 Consult the board attorney for guidance concerning liability in this area.** Except for cases of willful and wanton conduct, the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/, likely protects districts from liability for failure to properly identify and/or respond to a student's mental health issue that results in suicide. See 745 ILCS 10/3-108 and Grant v. Bd. of Trustees of Valley View Sch. Dist. No. 365-U, 286 Ill.App.3d. 642 (3rd Dist. 1997). However, attorneys have concerns that failing to inform parents/guardians that services required under *Ann Marie's Law* are limited may open districts to potential litigation if services provided under the policy fail or are deemed inadequate. Every situation is fact specific and the issues require careful evaluation. A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its board attorney, to minimize liability, such as adding limiting phrases (see discussions in f/ns 3 & 4) and ensuring other policies are followed. Ultimately, the best way to minimize liability is to be sure that the district's insurance policies cover the training and other requirements under *Ann Marie's Law*.

In addition to the Tort Immunity Act, school officials and districts may also be entitled to qualified immunity in civil rights lawsuits that seek to hold them liable for a suicide. See Sanford v. Stiles, 456 F.3d 298 (3d Cir. 2006); Martin v. Shawano-Gresham Sch. Dist., 295 F.3d 701 (7th Cir. 2002); Armijo v. Wagon Mount Pub. Schs, 159 F.3d 1253 (10th Cir. 1998). Yet, recent trends in student-on-student harassment cases are emerging where parents whose children die of suicide allege that a school's failure to properly identify or respond to the child's mental health issues was a contributing cause for the suicide.

In these cases, the parents ask courts to apply Davis v. Monroe Cnty. Bd. of Educ., 526 U.S. 629 (1999), to *Section 504* cases. Under the *Davis standard*, parents must prove that: (1) their child was an individual with a disability; (2) their child was harassed based upon his or her disability; (3) the harassment was sufficiently severe or pervasive that it altered the condition of the child's education and created an abusive educational environment; (4) the school district knew about the harassment; and (5) the school district was deliberately indifferent to the harassment.

While not precedential in Illinois, several cases illustrate the uncertainty of a school district's liability in the emerging area of suicide prevention liability and/or failure to properly respond to a student's mental health issues and may indicate a trend toward courts allowing juries to determine a district's liability: Armijo v. Wagon Mount Pub. Schs, 159 F.3d 1253 (10th Cir. 1998) (denying summary judgment to two individual defendant district employees based on a state-created danger theory and as to all defendant employees based on a special relationship theory); Estate of Barnwell ex rel. Barnwell v. Watson, 44 Supp.3d 859 (E.D. Ark. 2014) (allowing plaintiff parents to move forward in litigation alleging that school district's *Section 504* failures contributed to their son's suicide, but summary judgment in favor of school district eventually granted); and Walsh v. Tehachapi Unified Sch. Dist., 997 F.Supp.2d 1071 (E.D. Ca. 2014) (denying summary judgment because the school district's conduct may have been the proximate cause of the student suffering an uncontrollable impulse to commit suicide). But see Estate of Lance v. Lewisville Indep. Sch. Dist., 743 F.3d 982 (5th Cir. 2014) (finding in favor of the school district because the claimed special relationship theory and state-created danger theories were not actionable).

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

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

# Students

## Restrictions on Publications; Elementary Schools [1]

[*For elementary or unit districts only*]

School-Sponsored Publications and Web Sites

School-sponsored publications, productions, and web sites are part of the curriculum and are not a public forum for general student use.[2] School authorities may edit or delete material that is inconsistent with the District's educational mission.

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

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

Non-School Sponsored Publications Accessed or Distributed On-Campus [3]

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

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**1** State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled. It applies to only to elementary or unit districts (both elementary and high school students). Unit districts should adopt this policy and policy 7:315, *Restrictions on Publications; High Schools*. The Speech Rights of Student Journalists Act, 105 ILCS 80/5, ~~added by P.A. 99-678~~ applies to high school and unit districts.

**2** School authorities may reasonably regulate student expression in school-sponsored publications for education-related reasons. Hazelwood Sch. Dist. v. Kuhlmeier~~, 108 S.Ct. 562~~484 U.S. 260 (1988). This policy allows such control by clearly stating that school-sponsored publications are not a "public forum" open for general student use but are, instead, part of the curriculum.

A school board that does not retain control of student publications can anticipate at least two problems: (1) how to keep content consistent with the district's mission, and (2) how to ensure that the Constitutional rights of third parties are not violated by student journalists. Concerning the second problem, a third party may seek to hold the district responsible for the student journalists' acts. See Yeo v. Town of Lexington, 131 F.3d 241 (1st Cir. 1997), *cert. denied* (1998).

**3** Non-school sponsored publications, like underground newspapers, cannot be subject to the same degree of regulation by school authorities as school-sponsored publications. Absent a showing of material and substantial interference with the requirements of good discipline, students retain their First Amendment free speech rights. The federal circuits disagree on whether school authorities may require prior approval before a student is allowed to distribute non-school-sponsored publications. The Seventh Circuit, which covers Illinois, refused to approve prior approval regulations. Fujishima v. Bd. of Ed., 460 F.2d 1355 (7th Cir. 1972), but see Baughman v. Freienmuth, 478 F.2d 1345 (4th Cir. 1973). Non-school sponsored web sites should be regulated in the same manner as non-school sponsored publications.

A school policy prohibiting junior high students from distributing written material at school that is prepared by non-students was upheld in Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

material on electronic devices (e.g., text~~data~~ or voice messages delivered by cell phones, tablets, and other hand-held devices). **4**

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

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

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; **5**
2. Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright; **6**
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by School Board policy and Student Handbooks; **7**
4. Is reasonably viewed as promoting illegal drug use;**8** or
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to

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**4** The definition of *publication* is optional and may be amended. This sample definition uses broad and generally understood terms to keep the policy current with rapid technology changes.

**5** For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

**6** School officials may not regulate student speech based upon their fear or apprehension of disturbance. Many decisions address the tension between students' right to free speech and restrictions of it on campus. See, for example:

Brandt v. Bd. of Educ. of City of Chicago, 480 F.3d 460 (7th Cir. 2007), *cert. denied* (2007) (school did not violate students' First Amendment rights when it disciplined students for wearing T-shirts with a "talentless infantile drawing" that school officials reasonably found to undermine the educational atmosphere).

Nuxoll v. Indian Prairie Sch. Dist. #204, 523 F.3d 668 (7th Cir. 2008) (holding that the student was likely to succeed on merits of his claim that the school would violate his speech rights by preventing him from wearing T-shirt with slogan "Be Happy, Not Gay").

J.C. v. Beverly Hills Unified Sch. Dist., 711 F.Supp.2d 1094 ~~593 F.3d 249~~ (3rd Cir. 2010) (discussed the "rights of others to be secure and let alone" argument from Tinker, but found that the school district violated a student's First Amendment rights for disciplining her when she posted a video clip on a website).

B.H. v. Easton Area Sch. Dist., 725 F.3d 293 (3rd Cir. 2013), *cert. denied* (2014) (school violated students' free speech rights by banning the wearing of cancer awareness bracelets containing the caption *I ♥boobies*).

**7** Be sure that the board's definitions for *sexting* in this policy align with other definitions used thought the board's policy manual. For example, see the discussion within sample administrative procedure 7:190-AP5, *Student Handbook-Electronic Devices*. There, *sexting* encompasses the term *indecent visual depiction* as defined by 705 ILCS 405/3-40 (Juvenile Court Act purposes), and *non-consensual dissemination of private sexual images* as defined by 720 ILCS 5/11-23.5 (Criminal Code of 2012 purposes). It defines indecent visual depiction as a depiction or portrayal in any pose, posture, or setting involving a lewd exhibition of the buttocks, or if such person is a female, a fully or partially developed breast of the person. However, a district may create or have another definition of sexting that may or may not encompass these statutory terms and definitions ~~indecent visual depiction~~.

**8** Morse v. Frederick, 551 U.S. 393 (2007).

prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students. [9]

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school. [10]

Non-School Sponsored Publications Accessed or Distributed Off-Campus [11]

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

Bullying and Cyberbullying [12]

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

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**9** Optional. The rationale for this section is that prior to high school, students have not developed sufficient experience and education in critical review of external resource materials. Accordingly, in order to accomplish the district's educational mission, yet allow students the opportunity to communicate with their fellow students, widespread student distribution of written material in elementary and middle school may be limited to material primarily prepared by the students themselves. Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3rd 1295 (7th Cir. 1993); Leal v. Everett Public Schs., 88 F.Supp.3d 1220 (W.D.Wa. 2015).

**10** For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the School Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

**11** Optional. School officials must proceed carefully before disciplining a student for out-of-school conduct. A school's authority over off-campus expression is much more limited than expression on school grounds. Many decisions address the tension between public schools' authority to discipline students for off-campus speech and students' right to free speech. However, school officials may generally: (1) remove a student from extracurricular activities ~~when the conduct code for participation requires students to conduct themselves at all times as good citizens and exemplars of the school~~ for failure to follow an extracurricular conduct code (see 7:240, *Conduct Code for Participants in Extracurricular Activities*); and (2) suspend or expel a student from school attendance when the student's expression causes substantial disruption to school operations, as provided in this policy (see also 7:190, *Student Behavior*). For example, see:

J.S. v. Blue Mountain Sch. Dist., 650 F.3d 915 (3rd Cir. 2011), combined with Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3d Cir. 2011), *cert. denied* (2012) (schools may not punish students for their off-campus indecent and offensive parodies of their principals, absent a showing that the parodies caused, or could cause, substantial disruption in the schools).

Kowalski v. Berkeley Cnty. Sch., 652 F.3d 565 (4th Cir. 2011), *cert. denied* (2012) (upheld a student's suspension for off-campus posts to a social network site that defamed a classmate because it was foreseeable that the expression would reach the school and the student's conduct involved substantial disruption and interference with the work and discipline of the school).

The statutory definition of *bullying* includes *cyberbullying* (105 ILCS 5/27-23.7); these terms are defined in 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. See also f/n 6 and 7:190-AP6, *Guidelines for Investigating Sexting Allegations*.

Consult the board attorney for guidance concerning off-campus speech. Every situation is fact specific and the issues require careful evaluation.

**12** 105 ILCS 5/27-23.7.

LEGAL REF.: 105 ILCS 5/27-23.7.
Hazelwood v. Kuhlmeier, ~~108 S.Ct. 562~~ 484 U.S. 260 (1988).
~~Hedges v. Wauconda Cmty.ommunity Unit Sch.ool Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993)~~
Tinker v. Des Moines Indep. Cmty. Sch. Dist., ~~89 S.Ct. 733~~393 U.S. 503 (1969).
Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

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

# Students

## Restrictions on Publications; High Schools [1]

[*For high school or unit districts only*]

Definitions [2]

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

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

*School official* means a Building Principal or designee.

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

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

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

*Student media adviser*[3] means an individual employed, appointed, or designated by the District to supervise or provide instruction relating to school-sponsored media.

School-Sponsored Media

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act and School Board policies, and student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites. [4]

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[1] State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled.

[2] Speech Rights of Student Journalists Act, 105 ILCS 80/5. ~~added by P.A. 99-678~~. See also *Black's Law Dictionary*, 11th ed. 2019.

[3] Id. uses *adviser*, not advisor. Adviser is used throughout this policy for consistency with the statute.

[4] Id. With some exceptions, the Act effectively restricts school authorities' power to reasonably regulate student expression in high school-sponsored publications for education-related reasons under Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 ~~108 S.Ct. 562~~ (1988). See the last sentence in f/n 6, below.

Student journalists must: [5]

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

Student journalists may not create, produce, or distribute school-sponsored media that: [6]

1. Is libelous, slanderous, or obscene;
2. Constitutes an unwarranted invasion of privacy;
3. Violates federal or State law, including the Constitutional rights of third parties;[7] or
4. Incites students to: [8]

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**5** Consult the board attorney about text that balances the student journalists' rights to have control of their media publications with the board's interests in (a) ensuring differing opinions are published, (b) this Act, and (c) providing student journalists opportunities to apply the upcoming Illinois media literacy curriculum mandates.

Number 5 in the list is intended to align with the *media literacy* curriculum mandate for students in grades 9 through 12 that starts in the fall of 2022 and is listed at 105 ILCS 5/27-20.08, added by P.A. 102-55, and sample policy 6:60, *Curriculum Content*. *Media literacy* means the ability to access, analyze, evaluate, create, and communicate using a variety of objective forms, including, but not limited to, print, visual, audio, interactive, and digital texts. Id. Media literacy instruction must include a component on social responsibility and civics that includes "[s]uggesting a plan of action in the class, school, or community to engage others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason." Providing opportunity and space for expression of differing opinions in media aligns with and promotes this inclusive dialog.

For boards that provide student journalists more flexibility, make the following three edits: (1) replace "must" with: "shall strive to," (2) amend number 5 to read: "In the use of personal opinions, editorial statements, and/or letters to the editor, determine the need to provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate in in 105 ILCS 5/27-20.08", and (3) delete number 6.

**6** 105 ILCS 80/15 ~~added by P.A. 99-678.~~A school board may retain control of material in student publications that falls within the listed exceptions. Consult the board attorney about how much control of high school student publications school officials may retain in the context of the Speech Rights of Student Journalists Act.

**7** 105 ILCS 80/15. ~~added by P.A. 99-678.~~

Delete "~~, including Constitutional rights of third parties~~" if the board wants only the word-for-word statutory language in its policy. Because the Constitutional rights of third parties are common controversies within the context of student-sponsored publications, the purpose of this additional text is to underscore that Constitutional rights of third parties are included under the exception of State and federal law.

While 105 ILCS 80/20 limits liability of school districts for a student journalist's expression, except in cases of willful or wanton misconduct, some attorneys believe it may still be possible that a third party may seek to hold the district responsible for the student journalists' acts. See Yeo v. Town of Lexington, 131 F.3d 241 (1st Cir. 1997), *cert. denied* (1998). See the second sentence in f/n 1, above.

**8** 105 ILCS 80/15 broadly allows school boards to limit speech that would incite violation of any policy. This policy language follows the statute. Policies most often needing assessment are those that involve a district's educational mission and philosophy and social appropriateness language for student body's age(s)/maturity. School officials must be careful to understand that that law is written that student journalists using media to *incite* other students to act a certain way is the exception. Additional text may be added to (1) underscore that 105 ILCS 80/15 does not authorize or protect expression that *incites* students to violate board policies, and (2) reminds students and the community that school officials have many legal obligations to implement and enforce specific board policies and ensure school environments are safe and conducive to learning. See the second sentence in f/n 1, above.

While 105 ILCS 80/~~Section~~ 20 ~~of the Act~~ limits liability of school districts for a student journalist's expression, except in cases of willful or wanton misconduct, discuss with the board attorney how to balance the rights of student journalists under this law and the other policy implementation duties that face school officials with board policies and laws.

For boards that want to provide additional text to the word-for-word statutory language in their policies, add to item 4.b:

a. Commit an unlawful act;

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

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

~~All school-sponsored media shall comply with the ethics and rules of responsible journalism~~

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Superintendent or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the media. **9**

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

No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the District or an expression of Board policy.**10**

Non-School Sponsored Publications Accessed or Distributed On Campus **11**

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital files~~MP3 files~~, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files~~CD-ROM~~, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices (e.g., text~~data~~ or voice messages delivered by cell phones, tablets, and other hand-held devices). **12**

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

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

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

**9** 105 ILCS 80/10 requires school officials to show justification without undue delay before limiting student expression. For boards that want the student media advisor to provide student journalists with written justification prior to limiting materials, insert the following sentence to end the paragraph:

In such cases, the student media adviser will promptly provide the student journalist with a written justification prior to limiting the material.

**10** 105 ILCS 80/20. ~~added by P.A. 99-678~~

**11** Non-school sponsored publications, like underground newspapers, cannot be subject to the same degree of regulation by school authorities as school-sponsored publications. Absent a showing of material and substantial interference with the requirements of good discipline, students retain their First Amendment free speech rights. The federal circuits disagree on whether school authorities may require prior approval before a student is allowed to distribute non-school-sponsored publications. The Seventh Circuit, which covers Illinois, refused to approve prior approval regulations. Fujishima v. Bd. of Ed., 460 F.2d 1355 (7th Cir. 1972), but see Baughman v. Freienmuth, 478 F.2d 1345 (4th Cir. 1973). Non-school sponsored web sites should be regulated in the same manner as non-school sponsored publications.

A school policy prohibiting junior high students from distributing written material at school that is prepared by non-students was upheld in Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

**12** The definition of *publication* is optional and may be amended. This sample definition uses broad and generally understood terms to keep the policy current with rapid technology changes.

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities; **13**
2. Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright; **14**
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by School Board policy and Student Handbooks; **15**
4. Is reasonably viewed as promoting illegal drug use; **16**
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students; **17** or
6. Incites students to violate any Board policies.

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school. **18**

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**13** For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

**14** School officials may not regulate student speech based upon their fear or apprehension of disturbance. Many decisions address the tension between students' right to free speech and restrictions of it on campus. See, for example:

Brandt v. Bd. of Educ. of City of Chicago, 480 F.3d 460 (7th Cir. 2007), *cert. denied* (2007) (school did not violate students' First Amendment rights when it disciplined students for wearing T-shirts with a "talentless infantile drawing" that school officials reasonably found to undermine the educational atmosphere).

Nuxoll v. Indian Prairie Sch. Dist. #204, 523 F.3d 668 (7th Cir. 2008) (holding that the student was likely to succeed on merits of his claim that the school would violate his speech rights by preventing him from wearing T-shirt with slogan "Be Happy, Not Gay").

J.C. v. Beverly Hills Unified Sch. Dist., 593 F.3d 249 (3rd Cir. 2010) (discussed the "rights of others to be secure and let alone" argument from Tinker, but found that the school district violated a student's First Amendment rights for disciplining her when she posted a video clip on a website).

B.H. v. Easton Area Sch. Dist., 725 F.3d 293 (3rd Cir 2013), *cert. denied* (2014) (school violated students' free speech rights by banning the wearing of cancer awareness bracelets containing the caption *I ♥boobies*).

**15** Be sure that the board's definitions for *sexting* in this policy aligns with other definitions used throughout the board's policy manual. For example, see the discussion within sample administrative procedure 7:190-AP5, *Student Handbook-Electronic Devices*. There, sexting encompasses the term *indecent visual depiction* as defined by 705 ILCS 405/3-40 (Juvenile Court Act purposes), and *non-consensual dissemination of private sexual images* as defined by 720 ILCS 5/11-23.5 (Criminal Code of 2012 purposes). It defines indecent visual depiction as a depiction or portrayal in any pose, posture, or setting involving a lewd exhibition of the buttocks, or if such person is a female, a fully or partially developed breast of the person. However, a district may create or have another definition of sexting that may or may not encompass these statutory terms and definitions.

**16** Morse v. Frederick, 551 U.S. 393 (2007).

**17** Optional. The rationale for this section is that prior to high school, students have not developed sufficient experience and education in critical review of external resource materials. Accordingly, in order to accomplish the district's educational mission, yet allow students the opportunity to communicate with their fellow students, widespread student distribution of written material in elementary and middle school may be limited to material primarily prepared by the students themselves. Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3rd 1295 (7th Cir. 1993); Leal v. Everett Pub. Schs., 88 F.Supp.3d 1220 (W.D.Wa. 2015).

**18** For example, a school district may discipline a student for writing an underground newspaper, and distributing it at school, that contained an article on how to hack into the school's computer. School authorities could reasonably believe the article would be disruptive. Boucher v. Sch. Bd. of the Sch. Dist. of Greenfield, 134 F.3d 821 (7th Cir. 1998).

Non-School Sponsored Publications Accessed or Distributed Off-Campus [19]

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

Bullying and Cyberbullying [20]

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

LEGAL REF.: 105 ILCS 5/27-20.08 and 5/27-23.7.
~~Speech Rights of Student Journalists Act~~ 105 ILCS 80/, Speech Rights of Student Journalists Act.
Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
Hazelwood v. Kuhlmeier, ~~108 S.Ct. 562~~ 484 U.S. 260 (1988).
Morse v. Frederick, 551 U.S. 393 (2007).
Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

~~Tinker v. Des Moines Indep. Cmty. Sch. Dist., 89 S.Ct. 733 (1969) Morse v. Frederick, 551 U.S. 393 (2007)~~

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

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**19** Optional. School officials must proceed carefully before disciplining a student for out-of-school conduct. A school's authority over off-campus expression is much more limited than expression on school grounds. Many decisions address the tension between public schools' authority to discipline students for off-campus speech and students' right to free speech. However, school officials may generally: (1) remove a student from extracurricular activities when the conduct code for participation requires students to conduct themselves at all times as good citizens and exemplars of the school (see 7:240, *Conduct Code for Participants in Extracurricular Activities*); and (2) suspend or expel a student from school attendance when the student's expression causes substantial disruption to school operations, as provided in this policy (see also 7:190, *Student Behavior*). For example, see:

J.S. v. Blue Mountain Sch. Dist., 650 F.3d 915 (3rd Cir. 2011), combined with Layshock v. Hermitage Sch. Dist., 650 F.3d 205 (3rd Cir. 2011), cert. denied)(2012) (schools may not punish students for their off-campus indecent and offensive parodies of their principals, absent a showing that the parodies caused, or could cause, substantial disruption in the schools).

Kowalski v. Berkeley Cnty. Sch., 652 F.3d 565 (4th Cir. 2011), *cert. denied* (2012) (upheld a student's suspension for off-campus posts to a social network site that defamed a classmate because it was foreseeable that the expression would reach the school and the student's conduct involved substantial disruption and interference with the work and discipline of the school).

The statutory definition of *bullying* includes *cyberbullying* (105 ILCS 5/27-23.7); these terms are defined in 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment* (see also f/n 6 and 7:190-AP6, *Guidelines for Investigating Sexting Allegations*).

Consult the board attorney for guidance concerning off-campus speech. Every situation is fact specific and the issues require careful evaluation.

**20** 105 ILCS 5/27-23.7.

# Students

## Student Records [1]

School student records are confidential. Information from them shall not be released other than as provided by law.[2] A school student record is any writing or other recorded information concerning a student and by

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**1** State law requires school boards to adopt a policy and procedures implementing the Illinois School Student Records Act (ISSRA) and specifying the content of school student records. 23 Ill.Admin.Code §§375.100 and 226.740. Both State and federal law address school student records. See the federal Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. §1232g) implemented by federal rules at 34 C.F.R. Part 99) and ISSRA (105 ILCS 10/, amended by P.A.s 102-557 and 101-515 ~~and 100-532~~ , implemented by ISBE rules at 23 Ill.Admin.Code Part 375).

In addition, the U.S. Dept. of Education's (DOE) *Protecting Student Privacy* webpage, a service of the Privacy Technical Assistance Center (PTAC) and the Student Privacy Policy Office, is a *one-stop* resource for education stakeholders to learn about student privacy and confidentiality, including data privacy and security practices related to student-level longitudinal data systems, at: www.studentprivacy.ed.gov/. PTAC published a guide for school officials titled *Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices* (2014), at: www.studentprivacy.ed.gov/resources/protecting-student-privacy-while-using-online-educational-services-requirements-and-best.

The DOE also issued a summary of resources on FERPA and virtual learning (2020) at: www.studentprivacy.ed.gov/resources/ferpa-and-virtual-learning. **Boards that wish to enter into cloud computing and other operator contracts must comply with the Student Online Personal Protection Act (SOPPA), 105 ILCS 85/, amended by P.A. 101-516 ~~eff. 7-1-21~~, and should contact the board attorney for implementation guidance.** See also f/n 2, item #7, below.

Confusion persists regarding the interplay between the FERPA and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub. L. 104-191). The Privacy Rule implementing HIPAA, issued by the U.S. Dept. of Health and Human Services (DHS), addresses the disclosure of individuals' health information by *covered entities*. 45 C.F.R. Parts 160 and 164, Subparts A and E. Generally speaking, a school district becomes a *covered entity*, and must comply with applicable sections in the Privacy Rule, if it provides health care and transmits health information in electronic form in connection with transactions. However, *educational records* as defined by FERPA are excluded from HIPAA's definition of *protected health information.* 45 C.F.R. §160.103. In most cases this exception relieves school districts of complying with burdensome privacy notices and authorization forms. In December 2019, DHS and DOE issued an update to its *Joint Guidance on the Application of FERPA and HIPAA to Student Health* Records, at: ~~https://studentprivacy.ed.gov/resources/joint-guidance-application-ferpa-and-hipaa-student-healthrecordswww.studentprivacy.ed.gov/sites/default/files/resource_document/file/2019%20HIPAA%20FERPA%20Joint%20Guidance%20508.pdf~~.

www.studentprivacy.ed.gov/resources/joint-guidance-application-ferpa-and-hipaa-student-health-records.

The board attorney should be consulted on all HIPAA-related questions.

**2** A plethora of statutory and decisional law protects student records. Aside from the laws identified in f/n 1, other laws protecting student records include:

1. Schools may not provide a student's *personal information* to a business organization or financial institution that issues credit or debit cards. 105 ILCS 5/10-20.38.
2. Schools may not sell personal information concerning a child under the age of 16, with a few exceptions, unless a parent has consented. Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/.
3. The release of confidential information given by a student to a therapist, e.g., school counselor or psychologist, is governed by the Mental Health and Developmental Disabilities Confidentiality Act. 740 ILCS 110/.
4. Schools must keep a sex offender registration form received from law enforcement separately from school student records maintained on behalf of the juvenile sex offender. 730 ILCS 152/121.
5. Divorced or separated parents/guardians with and without *parental responsibility* (formerly custody) are both permitted to inspect and copy the student's school student records. The Ill. Marriage and Dissolution of Marriage Act (IMDMA), 750 ILCS 5/602.11.
6. Schools may not provide a parent/guardian access to his or her child's school records if the parent is prohibited by an order of protection from inspecting or obtaining such records pursuant to the Domestic Violence Act of 1986 or the Code of Criminal Procedure of 1963. Id.
7. SOPPA (105 ILCS 85/, amended by P.A. 101-516, ~~eff. 7-1-21~~ addresses a school district's obligations related to *covered information* of students and contracts with educational technology *operators*. In some instances, covered information as defined under SOPPA may also qualify as education records under FERPA and school student records under ISSRA. See policy 7:345, *Use of Educational Technologies; Student Data Privacy and Security*, and administrative procedure 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, for a description of SOPPA obligations.

**Note:** Nos. 5 and 6 above may conflict with FERPA in that they restrict a parent/guardian's right to access his or her child's school records more than is expressly permitted by FERPA. 20 U.S.C. §1232g(a)(1)(A), (B); 34 C.F.R. §99.10(a). **Consult the board attorney for guidance.**

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: **3**

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school. **4**
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses**5**) 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 18 ~~17~~ years who has been arrested or taken into custody. **6**

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy**7**, and challenge school student records.**8** The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving

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Allowing students to grade each other's papers does not violate FERPA; such student work is not a *school record* until it is recorded by the teacher. Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002). School student records are *per se* prohibited from disclosure; a district is under no obligation to redact them. Chicago Tribune Co. v. Chicago Bd. of Educ., 332 Ill.App.3d 60 (1st Dist. 2002).

**3** 20 U.S.C. §1232g(a)(4); 34 C.F.R. §99.3; 105 ILCS 10/2(d); 705 ILCS 405/1-7 and 5-905; 23 Ill.Admin.Code §375.10. Rather than listing the exceptions in the policy, a school board may choose to end the sentence after the proviso "except as provided in State or federal law."

**4** For a helpful resource, see f/n 1 in policy 7:150, *Agency and Police Interviews*.

**5** For an explanation, see footnotes in policy 7:220, *Bus Conduct*.

**6** Many lawyers believe that once these records are received by a school, they are protected as *education records* under FERPA. Consult the board attorney for advice.

**7** 105 ILCS 10/5(a).

105 ILCS 10/5(c) ~~amended by P.A. 100-532~~ requires that a parent's or student's request to inspect and copy records be granted no later than 10 business days (previously 15 school days) after the date of receipt of such a request by the official records custodian.

105 ILCS 10/5(c-5) , ~~added by P.A. 100-532,~~ outlines how a school district may extend the 10 business day timeline for response by not more than five business days from the original due date if one or more of these six reasons applies:

1. The requested records are stored in whole or in part at other locations than the office having charge of the requested records;
2. The request required the collection of a substantial number of specified records;
3. The request is couched in categorical terms and requires an extensive search for the records responsive to it;
4. The requested records have not been located in the course of routine search and additional efforts are being made to locate them;
5. The request for records cannot be complied with by the school district within the time limits prescribed by subsection (c) without unduly burdening or interfering with the operations of the school district; or
6. There is a need for consultation, which shall be conducted with all practicable speed, with another public body or school district among two or more components of a public body or school district having a substantial interest in the determination or in the subject matter of the request.

The person making the request and the school district may also agree in writing to extend the timeline for compliance for a period to be determined by the parties. Id.

**8** 23 Ill.Admin.Code §375.10 provides that districts may, through board policy, allow scores received on college entrance examinations to be included on a student's academic transcript if that inclusion is requested in writing by a student, parent or person who enrolled the student. If the board of a unit or high school district wants to allow this, insert:

> A student or the student's parent/guardian may request, in writing, that scores received on college entrance examinations be included on the student's academic transcript.

**Note:** Though 23 Ill.Admin.Code §375.10 uses the phrase "student, parent or person who enrolled the student," student records rights under ISSRA and FERPA attach to *eligible students* and their parents/guardians, not to "a person who enrolled the student" (though that person is typically a parent or guardian).

If a board allows for the inclusion of college entrance examination scores on academic transcripts, amend the district's notification to parents/guardians and students of their school student records rights with the process for requesting the inclusion. 23 Ill.Admin.Code §375.30(d)(5). See 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*, for an example.

special education services shall be directly related to the provision of services to that child.[9] 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.[10] The District will comply with State or federal law with regard to release of ~~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, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student.[11] 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. [12]

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. [13]

Student Biometric Information Collection [14]

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention.[15] Such recommendation shall be consistent with

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**9** 23 Ill.Admin.Code §226.740(a).

**10** This sentence is required if the board allows schools to release student directory information. 20 U.S.C. §1232g; 23 Ill.Admin.Code §375.80; 34 C.F.R. §99.37. There is at least one instance in Illinois in which parents were upset that their school district released students' names and addresses pursuant to a Freedom of Information Act (FOIA) request. FOIA contains an exemption for home addresses. Many lawyers, however, say that a district must release student information pursuant to a FOIA request when each of the following has occurred: the FOIA request seeks information that is included in the district's definition of student directory information, the district notified parents that it releases directory information, and the parents did not opt out of allowing directory information to be released concerning their child. An opinion from the Ill. Public Access Counselor supports that a district may not rely on the FOIA exemption for home addresses. PAO 12-3.

The **PRESS** policy does not identify the components of *directory information*, leaving that task to implementing material. Boards may want to discuss this quagmire with the superintendent knowing that there are good reasons to release directory information, e.g., to allow the district to publish information about specific students, and good reasons to not release directory information, e.g., to avoid releasing names and addresses pursuant to a FOIA request.

23 Ill.Admin.Code §375.80(a)(1) no longer includes *gender* as information which may be designated as directory information. This is consistent with attorneys' views that Illinois' past practice of including *gender* within directory information may have violated FERPA. FERPA regulations provide that directory information "means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed" and it "includes, but is not limited to, the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; grade level; enrollment status (e.g., undergraduate or graduate, full-time or part-time); dates of attendance; participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors, and awards received; and the most recent educational agency or institution attended." 34 C.F.R. §99.3. Though FERPA regulations do not explicitly preclude the designation of *gender* as directory information, DOE guidance has consistently advised schools not to disclose a student's sex as directory information because it would be considered harmful or an invasion of privacy. See *Letter to Institutions of Postsecondary Education*, DOE Family Policy Compliance Office (September 2009). Consult the board attorney about the practical implementation of this issue. Some attorneys, for example, believe photos of the "Girls Volleyball Team" may contradict DOE guidance.

**11** 20 U.S.C. §1232g(j), as added by Sec. 507 of the U.S.A. Patriot Act of 2001.

**12** 34 C.F.R. §99.31; 105 ILCS 10/6, amended by P.A. 102-557.

**13** Each school must have an *official records custodian.* 105 ILCS 10/4(a). Districts must notify students and parents/guardians of their rights concerning school student records. 105 ILCS 10/3; 105 ILCS 10/4, amended by P.A. 101-161; 23 Ill.Admin.Code §375.30; 34 C.F.R. §99.7. Comprehensive faculty and student handbooks can provide required notices, along with other important information, to recipients. Handbooks can be developed by the building principal, but should be reviewed and approved by the superintendent and board. See 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*, and 7:340-AP1, *School Student Records*.

**14** This program is optional; however, districts either wishing to implement such a program or districts that have already engaged in the collection of student biometric information must have a policy consistent with the requirements of 105 ILCS 5/10-20.40. This section restates the School Code's requirements for a student biometric information policy.

**15** For districts already collecting biometric information, the following is an alternative:

> The Superintendent or designee shall maintain a biometric screening program that is consistent with budget requirements and in compliance with State law.

budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility**16** or the student (if over the age of 18).**17** Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information.**18** Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited. **19**

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18).**20** Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law. **21**

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**16** Several statutes define legal custody and when a court may grant it; the term requires statutory construction/interpretation and school boards should discuss this issue with their attorney prior to adopting a policy on collection of student biometric information.

105 ILCS 5/10-20.40(b)(1) states the definition of legal custody is the same as the definition of legal custody for purposes of residency, payment of tuition, hearings, and criminal penalties at 105 ILCS 5/10-20.12b(2)(i)-(v).

The IMDMA, 750 ILCS 5/, changed the terms *custody* and *visitation* to *parental responsibility* and *parenting time*, respectively. It also requires a *parenting plan* that allocates: (1) significant decision-making responsibilities; and (2) each parent's right to access his or her child's school records. The IMDMA does not amend ISSRA or the School Code.

**17** Based upon 105 ILCS 5/10-20.40, written permission is not required annually; it is valid until a request for discontinuation of the use of biometric information is received or until the student reaches the age of 18. See 7:340-AP1, E5, *Biometric Information Collection Authorization*.

**18** Districts must reissue 7:340-AP1, E5, *Biometric Information Collection Authorization* to students turning 18 years of age during the school year. This is because all rights and privileges accorded to a parent under ISSRA become exclusively those of the student upon his or her 18th birthday, graduation from secondary school, marriage, or entry into military service, whichever comes first. 105 ILCS 10/2(g).

**19** State law contains two exceptions: (1) the individual who has legal custody/parental responsibility of the student or the student (if over the age of 18) consents to the disclosure; and (2) the disclosure is required by court order. 105 ILCS 10-20.40(b)(5).

**20** 105 ILCS 5/10-20.40(d). No notification to or approval from the district's local records commission, pursuant to the Local Records Act, is required to destroy student biometric information. See f/n 15 for a discussion about the terms *custody* and *parental responsibility*.

**21** Whether the student biometric information is an education record under FERPA or falls under an exception to an education record under FERPA is an issue about which school boards should consult their board attorney. Protected Health Information under the DHS's interpretations of HIPAA excludes education records covered by FERPA, and thus HIPAA requirements are not expected to be triggered by districts collecting student biometric information. However, before implementing policies and procedures to collect student biometric information, a board should discuss these issues with the board attorney.

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, Local Records Act.
105 ILCS 5/10-20.12~~21~~b,~~5/20.37~~, 5/10-20.40, 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)

# November FOIA Request Log

| Date Received | Sender | Request | Response | Date of Response |
|---|---|---|---|---|
| 11/3/2021 | Zoe Yalcin, SmartProcure | Requesting information about our vendors and purchasing records from 8/4/21 to current date. | Skyward reports uploaded with vendors and purchasing records. | 11/4/2021 |
| 11/5/2021 | Karen Garcia, SmartProcure | Requesting current employee/staff contact information. | Response uploaded with Excel file of contact information including name, position title, department, employment type, office phone number, business cell phone (if provided by district), office fax, office physical address. | 11/5/2021 |

# RCES Building Report - December 2021

| Enrollment Figures by Grade Level at the beginning of November 2021: | | | | | | | | | | | Totals |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Pre-K | 39 | 36 | 33 | 35 | 34 | | | | | | **177** |
| Kg | 21 | 20 | 20 | 22 | 22 | 21 | 21 | 21 | | | **168** |
| 1st | 21 | 21 | 20 | 22 | 19 | 20 | 19 | | | | **142** |
| 2nd | 22 | 22 | 22 | 21 | 21 | 19 | 23 | | | | **150** |
| Pri LD/MMI | 6 | | | | | | | | | | **6** |
| 3rd | 25 | 25 | 23 | 25 | 25 | 25 | | | | | **148** |
| 4th | 24 | 24 | 24 | 24 | 24 | 26 | | | | | **146** |
| 5th | 24 | 23 | 23 | 21 | 23 | | | | | | **114** |
| Int LD/MMI | 5 | | | | | | | | | | **5** |
| | | | | | | | | | | **Total** | **1056** |

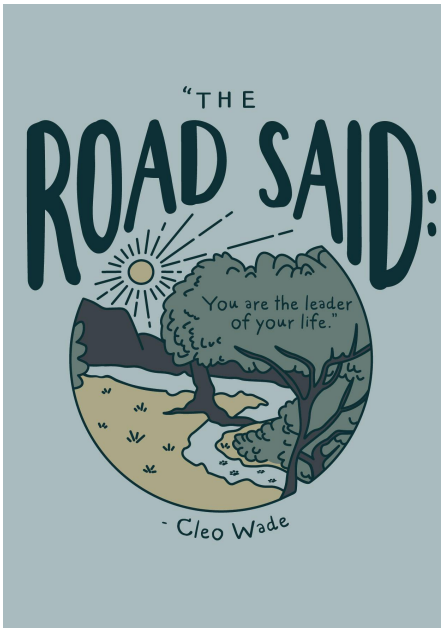
| SESE Classes | |
|---|---|
| ECE | 12 |
| Off Site Location | 12 |
| Homebound | 1 |
| **RCES/SESE Total** | **25** |

| November Attendance Percentage: | |
|---|---|
| Kindergarten | 93.28 |
| 1st Grade | 93.82 |
| 2nd Grade | 94.36 |
| 3rd Grade | 93.93 |
| 4th Grade | 95.34 |
| 5th Grade | 95.37 |

| November Discipline Report: | |
|---|---|
| Bus Suspension | 0 |
| In School Suspension | 0 |
| Out of School Suspension | 0 |

## RCES News and Events:

**December 1 -** Class pictures and retakes
**December 14** - Pop Up Party
**December 16-22** - Christmas Dress Up Days
**December 16** - Winter/Christmas Drive Thru Event
**December 21** - Behavior Reward Parties
**December 21** - Christmas Sing-a-longs
**December 22** - Early Dismissal at 2:10
**December 23 - January 2** - Christmas Break
**January 3 -** Teacher Institute Day
**January 4** - School Resumes



# Richland County Middle School - December 2021

| | | |
|---|---|---|
| **Enrollment:** | 6th grade ~ | 160 |
| | 7th grade ~ | 152 |
| | 8th grade ~ | 157 |
| | Offsite | 11 |

**Attendance Percentage for November:**

| | | |
|---|---|---|
| | 6th Grade | 91.2 |
| | 7th Grade | 92.47 |
| | 8th Grade | 93.49 |

| | | |
|---|---|---|
| **Discipline** | In School Suspensions | 5 |
| | Out of School Suspensions | 3 |

| | | | |
|---|---|---|---|
| **Monthly Activities:** | December | 4 | Girls Basketball v Princeton, IN - 10:00 AM Start |
| | December | 4 | Boys Basketball @ Effingham, St. Anthony - 10:00 Start |
| | December | 5 | RCMS Choir Concert - 2:00 PM @ RCHS PAC |
| | December | 6 | PE goes to the bowling alley (12/6 - 12/9) |
| | December | 6 | Girls Basketball v Mt. Carmel - 6:00 PM Start |
| | December | 6 | Boys Basketball @ Teutopolis - 6:00 PM Start |
| | December | 7 | Parent Advisory Council Meeting - 5:00 PM - RCMS Library |
| | December | 9 | Boys Basketball v Jasper County - 6:00 PM Start |
| | December | 10 | Girls Basketball v Flora - 6:00 PM Start |
| | December | 13 | PE goes to the bowling alley (12/13 - 12/16) |
| | December | 13 | Boys Basketball v Centralia - 6:00 PM Start |
| | December | 14 | ERFAE - Noon in RCHS Library |
| | December | 14 | Girls Basketball @ Fairfield - 6:00 PM Start |
| | December | 16 | Boys Basketball @ Effingham - 6:00 PM Start |
| | December | 17 | Christmas Dances / 6th Grade 5:00 PM - 6:30 PM....7th & 8th Grade 7:00 PM - 8:30 PM |
| | December | 18 | Girls Basketball @ North Knox - 10:00 AM Start |
| | December | 21 | RCMS Band Concert - 6:30 PM - RCMS Gym |
| | December | 22 | End of 2nd Quarter |
| | December | 22 | Early Dismissal - 2:09 PM |
| | December - Jan | 23 - 2 | No School - Winter Break |
| | January | 3 | No Student Attendance - Teacher Institute Day |
| | January | 4 | School Resumes for Students |

| | | | |
|---|---|---|---|
| **Birthdays:** | December | 5 | Kristie Shoemaker |
| | December | 9 | Warren Weitkamp |
| | December | 15 | Patrick Mehaffey |
| | December | 18 | Cindy Blank |
| | December | 18 | Kristin Flanagan |
| | December | 20 | Mackenzie Denton |
| | December | 20 | Ryan Denton |
| | December | 23 | Julie Schmucker |

# RCHS Building Report - December 2021

| Enrollment by Grade Level for previous month: | Totals | | Attendance % by Grade Level for previous month: |
|---|---|---|---|
| Freshman | 172 | | 87.90 |
| Sophomore | 203 | | 89.07 |
| Junior | 171 | | 88.24 |
| Senior | 159 | | 86.40 |
| Total | 705 | | |

| Building Discipline Report for previous month: | Freshman | Sophomore | Junior | Senior | Total |
|---|---|---|---|---|---|
| ISS | 0 | 0 | 0 | 0 | 0 |
| OSS | 1 | 4 | 3 | 0 | 8 |
| Lunch Detention | 0 | 0 | 0 | 0 | 0 |
| Detention | 11 | 3 | 7 | 6 | 27 |
| Saturday School | 6 | 0 | 2 | 0 | 8 |

**RCHS News and Events:**

| Date | Events |
|---|---|
| 12/11/2021 | RCHS/OCC Choir Concert @ 6:00 pm |
| 12/12/2021 | Winter Band Concert @ 3 pm |
| 12/17-18, 2021 | ELF: The Musical Show @ 6:30 pm |
| 12/19/2021 | ELF: The Musical Show @ 2:00 pm |
| 12/21/2021 | 3rd & 4th Block Finals |
| 12/22/2021 | 1st & 2nd Block Finals |

| | |
|---|---|
| 12/22/2021 | 2:00 pm Dismissal |
| 12/23-31, 2021 | Winter Vacation |

# RCCU#1 Monthly Board Meeting

December 2021 —

## Special Needs Coordinator

Mick Whittler

## Special Needs Student Data

369 - Total number of students with Individual Education Plans (IEPs)
1 - Total number of students with IEPs/504s attending Optional Education
0 - Total number of students with IEPs/504s attending Safe School
11 - Homebound students (4 which are IEP/504 students)
47 - Number of students attending SESE classrooms or out of district
SESE MSI I and II - North Clay Elementary (3)
SESE MSI IV - North Clay Junior/High (2)
SESE MSI IV - Richland County High (2)
SESE ECE - Richland County Elementary (13)
SESE ED I & II - Clay City Elementary (0)
SESE ED III - Clay City Junior High (1)
SESE ED III - Oblong Elementary (1)
SESE ED IV - Oblong High (5)
SESE ED IV - North Clay High (1)
SESE Autism I, II, & III - Clay City Elementary/Junior High (10)
SESE Autism III & IV - Clay City High (3)
Fresh Start ED - TLC in Effingham (5)
Illinois School for the Visually Impaired - Jacksonville (1)
56 - Total number of students with Section 504 accommodation plans
11 - Total number of pending re-evaluations
3 - Total number of pending initial evaluations
10 - Total number of move in students
4 - Total number of students who left district
40 - Total number of meetings held in November

MSI - Moderate to Severely Impaired
ED - Emotional Disability
ECE - Early Childhood Education
SESE - Southeastern Special Education Cooperative
TLC - Treatment and Learning Center

**RICHLAND COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1**
**OLNEY, ILLINOIS**

**TREASURER'S REPORT**



| | Beginning Cash Balance | Cash Receipts/Adjusting Entries Month Ended | Cash Disbursements/ Adjusting Entries Month Ended | Investments Cashed(+) or Invested(-) | Cash Balance | Certificate of Deposit Investments | CD and Cash Total |
|---|---|---|---|---|---|---|---|
| Fund | 10/31/21 | 11/30/21 | 11/30/21 | 11/30/21 | 11/30/21 | 11/30/21 | 11/30/21 |
| Education | $ 5,622,125.92 | $ 1,706,835.60 | $ 1,806,052.61 | $ (700,000.00) | 4,822,908.91 | 9,150,000.00 | 13,972,908.91 |
| Building and Grounds | $ 1,768,059.72 | $ 186,456.56 | $ 36,884.73 | | 1,917,631.55 | 1,700,000.00 | 3,617,631.55 |
| Debt Service | $ 2,513,822.29 | $ 263,037.97 | $ 1,693,134.38 | | 1,083,725.88 | | 1,083,725.88 |
| Transportation | $ 1,018,815.06 | $ 35,713.25 | $ 108,651.92 | | 945,876.39 | 500,000.00 | 1,445,876.39 |
| IMRF/Social Security | $ 651,720.32 | $ 65,148.62 | $ 79,201.10 | | 637,667.84 | 1,500,000.00 | 2,137,667.84 |
| Capital Projects | $ 263,281.21 | $ 85.94 | | | 263,367.15 | | 263,367.15 |
| Working Cash | $ 853,016.86 | $ 9,065.05 | | | 862,081.91 | - | 862,081.91 |
| Tort | $ 1,119,715.34 | $ 110,951.39 | $ 16,092.41 | | 1,214,574.32 | | 1,214,574.32 |
| Life Safety | $ 294,358.82 | $ 8,882.70 | $ 1,318.66 | | 301,922.86 | | 301,922.86 |
| **Total** | **14,104,915.54** | **2,386,177.08** | **3,741,335.81** | **(700,000.00)** | **12,049,756.81** | **12,850,000.00** | **24,899,756.81** |
| | | | | | | | |
| Add CD's | 12,150,000.00 | | | | | | |
| | | | | | | | |
| **Total with CD's** | **26,254,915.54** | **2,386,177.08** | **3,741,335.81** | | **24,899,756.81** | | |
| | | | | | | | |
| Assets | | | | | | | |
| Health Fund Checking | 128,839.62 | | | | 135,050.62 | | |
| IHI Reserve Checking | 13,044.47 | | | | 13,048.75 | | |
| Building Trades | $ - | | | | - | | |
| Revolving Funds | $ 8,000.00 | | | | 8,000.00 | | |
| **Total Assets** | **149,884.09** | | | | **156,099.37** | | |
| | | | | | | | |
| **Total with Assets** | **26,404,799.63** | | | | **25,055,856.18** | | |

| FDTLOC FUNC OBJ SJ | Account Level Description | Beginning Balance | November 2021-22 Beginning Balance | November 2021-22 Monthly Activity | Ending Balance | 2021-22 FYTD Activity |
|---|---|---|---|---|---|---|
| 10A010 1052 0000 00 000000 | RCHS Revolving Fund | 6,000.00 | 6,000.00 | 0.00 | 6,000.00 | 0.00 |
| 10A010 1053 0000 00 000000 | RCMS Revolving Fund | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 0.00 |
| 10A010 1120 0000 00 000000 | ED Cash On Hand | 6,916,942.99 | 5,622,125.92 | -799,238.01 | 4,822,887.91 | -2,094,055.08 |
| 10A010 1125 0000 00 000000 | IHI Reserve MMCH | 11,818.89 | 11,836.46 | 4.28 | 11,840.74 | 21.85 |
| 10A010 1126 0000 00 000000 | RCCU Health Ins CH | 153,604.39 | 128,839.62 | 6,666.00 | 135,505.62 | -18,098.77 |
| 10A010 1210 0000 00 000000 | ED CD | 5,500,000.00 | 8,450,000.00 | 700,000.00 | 9,150,000.00 | 3,650,000.00 |
| 10A010 1721 0000 00 000000 | Building Trades 1403 Heather L | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10A010 1722 0000 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10A010 1723 0000 00 000000 | 1311 Heather Lane | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10A--- ---- ---- -- ------ | | 12,590,366.27 | 14,220,802.00 | -92,567.73 | 14,128,234.27 | 1,537,868.00 |
| | | | | | | |
| 10L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4811 0000 00 000000 | TRS (Teacher Retire System) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4812 0000 00 000000 | FIT (Federal Income Tax) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4813 0000 00 000000 | SIT (State Income Tax) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4814 0000 00 000000 | IMRF(IL Municipal Retire Fund) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4815 0000 00 000000 | Annuities Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4816 0000 00 000000 | Employee Ins Payable | -150,898.31 | -126,172.11 | -6,649.28 | -132,821.39 | 18,076.92 |
| 10L010 4817 0000 00 000000 | FICA (Fed Ins Contrib Act) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4817 0000 10 000000 | Medicare - N/C | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4818 0000 00 000000 | Medicare Cert | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L010 4819 0000 00 000000 | Other P/R Deduction | -7,679.80 | -7,679.80 | 0.00 | -7,679.80 | 0.00 |
| 10L010 4990 0000 00 000000 | Misc Liab Direct Deposit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L100 9235 0000 00 000000 | Future Tigers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10L--- ---- ---- -- ------ | | -158,578.11 | -133,851.91 | -6,649.28 | -140,501.19 | 18,076.92 |
| | | | | | | |
| 10Q010 7300 0000 00 000000 | ED Fund Balance | -1,810,053.98 | -1,810,053.98 | 0.00 | -1,810,053.98 | 0.00 |
| 10Q010 7310 0000 00 000000 | ED Rev/Exp Summary | -9,508,901.74 | -11,164,063.67 | 99,217.01 | -11,064,846.66 | -1,555,944.92 |
| 10Q010 7320 0000 00 000000 | Emcumbrance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10Q010 7330 0000 00 000000 | Excess/Difference | -1,112,832.44 | -1,112,832.44 | 0.00 | -1,112,832.44 | 0.00 |
| 10Q--- ---- ---- -- ------ | | -12,431,788.16 | -14,086,950.09 | 99,217.01 | -13,987,733.08 | -1,555,944.92 |
| | | | | | | |
| 10---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 20A010 1120 0000 00 000000 | BLDG CASH ON HAND | 598,491.15 | 1,768,059.72 | 149,571.83 | 1,917,631.55 | 1,319,140.40 |
| 20A010 1210 0000 00 000000 | BLDG CD | 2,000,000.00 | 1,700,000.00 | 0.00 | 1,700,000.00 | -300,000.00 |
| 20A010 1310 0000 00 000000 | DUE FROM BLDG FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20A--- ---- ---- -- ------ | | 2,598,491.15 | 3,468,059.72 | 149,571.83 | 3,617,631.55 | 1,019,140.40 |
| | | | | | | |
| 20L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | Beginning Balance | November 2021-22 Beginning Balance | November 2021-22 Monthly Activity | Ending Balance | 2021-22 FYTD Activity |
|---|---|---|---|---|---|---|
| 20L010 4812 0000 00 000000 | FIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4813 0000 00 000000 | SIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4814 0000 00 000000 | IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4815 0000 00 000000 | ANNUITIES PAYABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4816 0000 00 000000 | EMPLOYEE INS PAYABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4817 0000 00 000000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4817 0000 10 000000 | MEDICARE N/C | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4818 0000 00 000000 | MEDICARE CERT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4819 0000 00 000000 | OTHER P/R DEDUCTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L010 4990 0000 00 000000 | MISC LIAB DIRECT DEP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20L--- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 20Q010 7300 0000 00 000000 | BLDG FUND BALANCE | -120,593.72 | -120,593.72 | 0.00 | -120,593.72 | 0.00 |
| 20Q010 7310 0000 00 000000 | BLDG REV/EXP SUMMARY | -2,170,237.54 | -3,039,806.11 | -149,571.83 | -3,189,377.94 | -1,019,140.40 |
| 20Q010 7320 0000 00 000000 | Emcumbrance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | -307,659.89 | -307,659.89 | 0.00 | -307,659.89 | 0.00 |
| 20Q--- ---- ---- -- ------ | | -2,598,491.15 | -3,468,059.72 | -149,571.83 | -3,617,631.55 | -1,019,140.40 |
| | | | | | | |
| 20---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 30A010 1120 0000 00 000000 | DEBT SERVICES CASH ON HAND | 575,276.57 | 2,513,822.29 | -1,430,096.41 | 1,083,725.88 | 508,449.31 |
| 30A010 1210 0000 00 000000 | DEBT SERVICES CD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30A--- ---- ---- -- ------ | | 575,276.57 | 2,513,822.29 | -1,430,096.41 | 1,083,725.88 | 508,449.31 |
| | | | | | | |
| 30L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30L--- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 30Q010 7300 0000 00 000000 | DEBT SERVICES FUND BALANCE | -282,524.23 | -282,524.23 | 0.00 | -282,524.23 | 0.00 |
| 30Q010 7310 0000 00 000000 | BOND REV/EXP SUMMARY | 221,681.16 | -1,716,864.56 | 1,430,096.41 | -286,768.15 | -508,449.31 |
| 30Q010 7320 0000 00 000000 | BOND AND INTEREST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | -514,433.50 | -514,433.50 | 0.00 | -514,433.50 | 0.00 |
| 30Q--- ---- ---- -- ------ | | -575,276.57 | -2,513,822.29 | 1,430,096.41 | -1,083,725.88 | -508,449.31 |
| | | | | | | |
| 30---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 40A010 1120 0000 00 000000 | TRANS CASH ON HAND | 602,696.84 | 1,018,815.06 | -72,938.67 | 945,876.39 | 343,179.55 |
| 40A010 1125 0000 00 000000 | TRANS IHI RESERVE | 1,208.01 | 1,208.01 | 0.00 | 1,208.01 | 0.00 |
| 40A010 1210 0000 00 000000 | TRANS CD | 500,000.00 | 500,000.00 | 0.00 | 500,000.00 | 0.00 |
| 40A--- ---- ---- -- ------ | | 1,103,904.85 | 1,520,023.07 | -72,938.67 | 1,447,084.40 | 343,179.55 |

| FDTLOC FUNC OBJ SJ | Account Level Description | Beginning Balance | November 2021-22 Beginning Balance | November 2021-22 Monthly Activity | Ending Balance | 2021-22 FYTD Activity |
|---|---|---|---|---|---|---|
| 40L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4811 0000 00 000000 | TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4812 0000 00 000000 | FIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4813 0000 00 000000 | SIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4814 0000 00 000000 | IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4815 0000 00 000000 | ANNUITIES PAYABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4816 0000 00 000000 | EMPLOYEE INS PAYABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4817 0000 00 000000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4817 0000 10 000000 | MEDICARE N/C | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4818 0000 00 000000 | MEDICARE CERT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L010 4819 0000 00 000000 | OTHER P/R DEDUCTIONS | -130.14 | -130.14 | 0.00 | -130.14 | 0.00 |
| 40L010 4990 0000 00 000000 | MISC LIAB DIRECT DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40L--- ---- ---- -- ------ | | -130.14 | -130.14 | 0.00 | -130.14 | 0.00 |
| | | | | | | |
| 40Q010 7300 0000 00 000000 | TRANS FUND BALANCE | -125,788.52 | -125,788.52 | 0.00 | -125,788.52 | 0.00 |
| 40Q010 7310 0000 00 000000 | TRAN REV/EXP SUMMARY | -861,639.09 | -1,277,757.31 | 72,938.67 | -1,204,818.64 | -343,179.55 |
| 40Q010 7320 0000 00 000000 | Emcumbrance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | -116,347.10 | -116,347.10 | 0.00 | -116,347.10 | 0.00 |
| 40Q--- ---- ---- -- ------ | | -1,103,774.71 | -1,519,892.93 | 72,938.67 | -1,446,954.26 | -343,179.55 |
| | | | | | | |
| 40---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 50A010 1120 0000 00 000000 | IMRF CASH ON HAND | 289,259.84 | 651,720.32 | -14,052.48 | 637,667.84 | 348,408.00 |
| 50A010 1210 0000 00 000000 | IMRF CD | 1,200,000.00 | 1,500,000.00 | 0.00 | 1,500,000.00 | 300,000.00 |
| 50A--- ---- ---- -- ------ | | 1,489,259.84 | 2,151,720.32 | -14,052.48 | 2,137,667.84 | 648,408.00 |
| | | | | | | |
| 50L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50L010 4814 0000 00 000000 | IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50L010 4817 0000 00 000000 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50L010 4818 0000 00 000000 | MEDICARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50L010 4990 0000 00 000000 | MISC LIAB DD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50L--- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | | | | |
| 50Q010 7300 0000 00 000000 | IMRF FUND BALANCE | -151,984.58 | -151,984.58 | 0.00 | -151,984.58 | 0.00 |
| 50Q010 7310 0000 00 000000 | IMRF/SS REV/EXP SUMMARY | -1,135,928.82 | -1,798,389.30 | 14,052.48 | -1,784,336.82 | -648,408.00 |
| 50Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | -201,346.44 | -201,346.44 | 0.00 | -201,346.44 | 0.00 |
| 50Q--- ---- ---- -- ------ | | -1,489,259.84 | -2,151,720.32 | 14,052.48 | -2,137,667.84 | -648,408.00 |
| | | | | | | |
| 50---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | Beginning Balance | November 2021-22 Beginning Balance | November 2021-22 Monthly Activity | Ending Balance | 2021-22 FYTD Activity |
|---|---|---|---|---|---|---|
| 60A010 1120 0000 00 000000 | Site & Construction Cash in on | 270,787.45 | 263,281.21 | 85.94 | 263,367.15 | -7,420.30 |
| 60A010 1210 0000 00 000000 | Site CD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60A--- ---- ---- -- ------ | | 270,787.45 | 263,281.21 | 85.94 | 263,367.15 | -7,420.30 |
| 60L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60L--- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60Q010 7300 0000 00 000000 | SITE & CONST FUND BALANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60Q010 7310 0000 00 000000 | SITE/CONSTRUCTION REV/EXP SUM | -270,787.45 | -263,281.21 | -85.94 | -263,367.15 | 7,420.30 |
| 60Q010 7320 0000 00 000000 | Emcumbrance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60Q--- ---- ---- -- ------ | | -270,787.45 | -263,281.21 | -85.94 | -263,367.15 | 7,420.30 |
| 60---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70A010 1120 0000 00 000000 | WORKING CASH - CASH ON HAND | 735,898.55 | 853,016.86 | 9,065.05 | 862,081.91 | 126,183.36 |
| 70A010 1210 0000 00 000000 | WORKING CASH CD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70A--- ---- ---- -- ------ | | 735,898.55 | 853,016.86 | 9,065.05 | 862,081.91 | 126,183.36 |
| 70Q010 7300 0000 00 000000 | WORKING CASH FUND BALANCE | -1,482,040.21 | -1,482,040.21 | 0.00 | -1,482,040.21 | 0.00 |
| 70Q010 7310 0000 00 000000 | WORKING CASH REV/EXP SUMMARY | 860,644.12 | 743,525.81 | -9,065.05 | 734,460.76 | -126,183.36 |
| 70Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | -114,502.46 | -114,502.46 | 0.00 | -114,502.46 | 0.00 |
| 70Q--- ---- ---- -- ------ | | -735,898.55 | -853,016.86 | -9,065.05 | -862,081.91 | -126,183.36 |
| 70---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80A010 1120 0000 00 000000 | Tort Cash on Hand | 0.00 | 1,119,715.34 | 94,858.98 | 1,214,574.32 | 1,214,574.32 |
| 80A--- ---- ---- -- ------ | | 0.00 | 1,119,715.34 | 94,858.98 | 1,214,574.32 | 1,214,574.32 |
| 80L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80L--- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80Q010 7300 0000 00 000000 | Tort Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80Q010 7310 0000 00 000000 | TORT REV/EXP SUMMARY | 227,330.44 | -892,384.90 | -94,858.98 | -987,243.88 | -1,214,574.32 |
| 80Q010 7320 0000 00 000000 | Tort Encumbrance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | -227,330.44 | -227,330.44 | 0.00 | -227,330.44 | 0.00 |
| 80Q--- ---- ---- -- ------ | | 0.00 | -1,119,715.34 | -94,858.98 | -1,214,574.32 | -1,214,574.32 |
| 80---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | Beginning Balance | November 2021-22 Beginning Balance | November 2021-22 Monthly Activity | Ending Balance | 2021-22 FYTD Activity |
|---|---|---|---|---|---|---|
| 90A010 1120 0000 00 000000 | LIFE SAFETY CASH ON HAND | 269,471.04 | 294,358.82 | 7,564.04 | 301,922.86 | 32,451.82 |
| 90A010 1210 0000 00 000000 | LIFE SAFETY CD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90A--- ---- ---- -- ------ | | 269,471.04 | 294,358.82 | 7,564.04 | 301,922.86 | 32,451.82 |
| 90L010 4310 0000 00 000000 | Accounts Payable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90L010 4812 0000 00 000000 | L/S FIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90L010 4813 0000 00 000000 | L/S SIT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90L010 4817 0000 00 000000 | L/S FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90L010 4817 0000 10 000000 | L/S Medicare NC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90L--- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90Q010 7300 0000 00 000000 | LIFE SAFETY FUND BALANCE | -1,128,737.03 | -1,128,737.03 | 0.00 | -1,128,737.03 | 0.00 |
| 90Q010 7310 0000 00 000000 | LIFE SAFETY REV/EXP SUMMARY | 148,663.65 | 123,775.87 | -7,564.04 | 116,211.83 | -32,451.82 |
| 90Q010 7320 0000 00 000000 | Emcumbrance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90Q010 7330 0000 00 000000 | EXCESS/DIFFERENCE | 710,602.34 | 710,602.34 | 0.00 | 710,602.34 | 0.00 |
| 90Q--- ---- ---- -- ------ | | -269,471.04 | -294,358.82 | -7,564.04 | -301,922.86 | -32,451.82 |
| 90---- ---- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | | | | |
|---|---|---|---|---|---|
| Grand Asset Totals | 19,633,455.72 | 26,404,799.63 | -1,348,509.45 | 25,056,290.18 | 5,422,834.46 |
| Grand Liability Totals | -158,708.25 | -133,982.05 | -6,649.28 | -140,631.33 | 18,076.92 |
| Grand Equity Totals | -19,474,747.47 | -26,270,817.58 | 1,355,158.73 | -24,915,658.85 | -5,440,911.38 |
| Grand Totals | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

**Number of Accounts:** 109

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

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REPORT SPECIFICATIONS

| | | | |
|---|---|---|---|
| DISTRICT: | Richland County Community Unit #1 | | |
| REPORT TITLE: | AP Invoice Listing Report | | |
| REQUESTED BY: | cgraves | DATE: | 12/01/21 |
| PROGRAM NAME: | fin/3aprpt01. | TIME: | 3:14:57 PM |
| COPIES: | 1 | LPI: | 6 |
| RUN ON SERVER: | yes | CREATE ASCII FILE: | NO |

**********

| | |
|---|---|
| REPORT SEQUENCE: | Purchase Order Number |
| INVOICE TYPE(S): | HISTORY |
| CHECK TYPE(S): | ALL |



| | | | |
|---|---|---|---|
| PRINT DETAIL: | no | PRINT ACCOUNTING: | no |
| STARTING PO #: | 0 | ENDING PO #: | 9999999999 |
| STARTING INVOICE #: | | ENDING INVOICE #: | ZZZZZZZZZZZZZZZZZZZZ |
| STARTING VENDOR KEY: | | ENDING VENDOR KEY: | ZZZZZZZZZZZ |
| STARTING BATCH #: | NOVA | ENDING BATCH #: | NOVZ |
| STARTING BANK CASH CODE: | | ENDING BANK CASH CODE: | ZZZZZ |
| STARTING INVOICE DATE: | | ENDING INVOICE DATE: | 12/31/9999 |
| STARTING DUE DATE: | | ENDING DUE DATE: | 12/31/9999 |
| STARTING CREATED BY: | | ENDING CREATED BY: | ZZZZZZZZZZZ |
| STARTING CREATED DATE: | 07/01/2021 | ENDING CREATED DATE: | 12/31/9999 |
| STARTING INVOICE AMOUNT: | -999,999,999.00 | ENDING INVOICE AMOUNT: | 9999,999,999.99 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AMETEREA000 | AMETER, REAGEN L. | 1 | 0000000000 | NOVPP | TRUST | TUTORING 27.75 HOURS | H<br>21-22 | | 11/12/2021 | 11/15/2021 | R<br>30827 | $305.25<br>$305.25 |
| BLDD ARC000 | BLDD ARCHITECTS, INC | 2986 | 0000000000 | NOVPP | TRUST | RICHLAND CO EARLY LEARNING CENTER | H<br>21-22 | | 10/31/2021 | 11/16/2021 | R<br>30867 | $59,780.53<br>$59,780.53 |
| BOLDTSID000 | BOLDT, SIDNEE | 1 | 0000000000 | NOVPP | TRUST | TUTORING 26.25 hours | H<br>21-22 | | 11/12/2021 | 11/15/2021 | R<br>30828 | $288.75<br>$288.75 |
| BORAHCHR000 | BORAH, CHRISTINE | 1 | 0000000000 | NOVPP | TRUST | LICENSE RENEWAL | H<br>21-22 | | 09/08/2021 | 11/04/2021 | R<br>30768 | $60.00<br>$60.00 |
| BROWNBRA005 | BROWN, BRAELYNN | 1 | 0000000000 | NOVPP | TRUST | TUTORING 33 hours | H<br>21-22 | | 11/12/2021 | 11/15/2021 | R<br>30829 | $363.00<br>$363.00 |
| BUSSALAR000 | BUSSARD, LARRY | 1 | 0000000000 | NOVPP | TRUST | ADMIN SUPPORT | H<br>21-22 | | 11/04/2021 | 11/12/2021 | R<br>30830 | $3,600.00<br>$3,600.00 |
| C & T / 000 | C & T / RICHLAND MOTOR PARTS | 135602 | 0000000000 | NOVPP | TRUST | Materials and supplies | H<br>21-22 | | 10/21/2021 | 10/22/2021 | R<br>30743 | $74.17<br>$74.17 |
| CARDMEMB000 | CARDMEMBER SERVICES | 1 | 0000000000 | NOVCMS | TRUST | CC M HAHN PORCHLIGHT | H<br>21-22 | | 10/14/2021 | 11/15/2021 | R<br>30907 | $775.06<br>$775.06 |
| CARDMEMB000 | CARDMEMBER SERVICES | 4 | 0000000000 | NOVCMS | TRUST | 3474-6717 CC M WHITTLER REFUND THERAPLATFORM | H<br>21-22 | | 11/15/2021 | 11/22/2021 | R<br>30907 | $-1,817.41<br>$-1,817.41 |
| CINTAS 000 | CINTAS | 4097497657 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H<br>21-22 | | 10/01/2021 | 11/09/2021 | R<br>30790 | $81.13<br>$81.13 |
| CINTAS 000 | CINTAS | 4097497760 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H<br>21-22 | | 10/01/2021 | 11/09/2021 | R<br>30790 | $89.54<br>$89.54 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CINTAS | 000 CINTAS | 4097497793 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/01/2021 | 11/09/2021 | R | $100.58 |
| | | | | | | | 21-22 | | | | 30790 | $100.58 |
| CINTAS | 000 CINTAS | 4098171449 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/08/2021 | 11/09/2021 | R | $81.13 |
| | | | | | | | 21-22 | | | | 30790 | $81.13 |
| CINTAS | 000 CINTAS | 4098171588 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/08/2021 | 11/09/2021 | R | $89.54 |
| | | | | | | | 21-22 | | | | 30790 | $89.54 |
| CINTAS | 000 CINTAS | 4098171632 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/08/2021 | 11/09/2021 | R | $100.58 |
| | | | | | | | 21-22 | | | | 30790 | $100.58 |
| CINTAS | 000 CINTAS | 4098857811 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/15/2021 | 11/09/2021 | R | $89.54 |
| | | | | | | | 21-22 | | | | 30790 | $89.54 |
| CINTAS | 000 CINTAS | 4098857839 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/15/2021 | 11/09/2021 | R | $100.58 |
| | | | | | | | 21-22 | | | | 30790 | $100.58 |
| CINTAS | 000 CINTAS | 4098857884 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/15/2021 | 11/09/2021 | R | $81.13 |
| | | | | | | | 21-22 | | | | 30790 | $81.13 |
| CINTAS | 000 CINTAS | 4099570217 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/22/2021 | 11/09/2021 | R | $100.58 |
| | | | | | | | 21-22 | | | | 30790 | $100.58 |
| CINTAS | 000 CINTAS | 4099570273 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/22/2021 | 11/09/2021 | R | $89.54 |
| | | | | | | | 21-22 | | | | 30790 | $89.54 |
| CINTAS | 000 CINTAS | 4099570314 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/22/2021 | 11/09/2021 | R | $81.13 |
| | | | | | | | 21-22 | | | | 30790 | $81.13 |
| CINTAS | 000 CINTAS | 4100186061 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/29/2021 | 11/09/2021 | R | $100.58 |
| | | | | | | | 21-22 | | | | 30790 | $100.58 |
| CINTAS | 000 CINTAS | 4100186069 | 0000000000 | NOVCINT | TRUST | SUPPLIES | H | | 10/29/2021 | 11/09/2021 | R | $89.54 |
| | | | | | | | 21-22 | | | | 30790 | $89.54 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CINTAS 000 | CINTAS | 4100186091 | 0000000000 | NOVCINT | TRUST | SUPPLIES | | H | 10/29/2021 | 11/09/2021 | R | $81.13 |
| | | | | | | | 21-22 | | | | 30790 | $81.13 |
| CITY OF 002 | CITY OF OLNEY | 1 | 0000000000 | NOVPP | TRUST | RESURFACE TENNIS COURTS | | H | 11/05/2021 | 11/05/2021 | R | $7,400.00 |
| | | | | | | | 21-22 | | | | 30780 | $7,400.00 |
| CLINEALE000 | CLINE, ALEX | 1 | 0000000000 | NOVPP | TRUST | Mileage 492 miles @.56/mile<br>Meals 2.5 days @75/day | | H | 11/16/2021 | 11/16/2021 | R | $463.02 |
| | | | | | | | 21-22 | | | | 30869 | $463.02 |
| CRAIGRYL000 | CRAIG, RYLAN | 1 | 0000000000 | NOVPP | TRUST | TUTORING 29.75 HOURS | | H | 11/12/2021 | 11/15/2021 | R | $357.00 |
| | | | | | | | 21-22 | | | | 30832 | $357.00 |
| CRAWFCOU000 | CRAWFORD, COURTNEY | 1 | 0000000000 | NOVPP | TRUST | TUTORING 43.75 HOURS | | H | 11/12/2021 | 11/15/2021 | R | $481.25 |
| | | | | | | | 21-22 | | | | 30833 | $481.25 |
| CUMMIBRY000 | CUMMINS, BRYAN | 1 | 0000000000 | NOVPP | TRUST | VEMCO DRAFTING MACHINE | | H | 10/29/2021 | 11/15/2021 | R | $150.00 |
| | | | | | | | 21-22 | | | | 30834 | $150.00 |
| CUMMIBRY000 | CUMMINS, BRYAN | 2 | 0000000000 | NOVPP | TRUST | DRAFTING MACHINE AND SHIPPING | | H | 10/29/2021 | 11/15/2021 | R | $150.00 |
| | | | | | | | 21-22 | | | | 30834 | $150.00 |
| CUMMIBRY000 | CUMMINS, BRYAN | 3 | 0000000000 | NOVPP | TRUST | DRAFTING MACHINE | | H | 10/29/2021 | 11/15/2021 | R | $68.12 |
| | | | | | | | 21-22 | | | | 30834 | $68.12 |
| CUMMIBRY000 | CUMMINS, BRYAN | 4 | 0000000000 | NOVPP | TRUST | DRAFTING MACHINE | | H | 11/03/2021 | 11/15/2021 | R | $70.00 |
| | | | | | | | 21-22 | | | | 30834 | $70.00 |
| CUMMIBRY000 | CUMMINS, BRYAN | 5 | 0000000000 | NOVPP | TRUST | DRAFTING MACHINE VEMCO WITH CLAMP | | H | 11/03/2021 | 11/15/2021 | R | $148.15 |
| | | | | | | | 21-22 | | | | 30834 | $148.15 |
| DECKER E000 | DECKER EQUIPMENT | 408747A | 0000000000 | NOVPP | TRUST | DOUBLE SIDED HINGE ADJUSTER | | H | 11/18/2021 | 11/23/2021 | R | $71.40 |
| | | | | | | | 21-22 | | | | 30933 | $71.40 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| EGYPTIAN001 | EGYPTIAN WORKSPACE PARTNERS | 18153 | 0000000000 | NOVPP | TRUST | CABINET-STORAGE | H<br>21-22 | | 10/26/2021 | 11/03/2021 | R<br>30770 | $2,434.72<br>$2,434.72 |
| ELLISNAT000 | ELLISON, NATALIE | 1 | 0000000000 | NOVPP | TRUST | TUTORING 44.75 HOURS | H<br>21-22 | | 11/12/2021 | 11/15/2021 | R<br>30835 | $492.25<br>$492.25 |
| FLANAKAI000 | FLANAGAN, KAITLYN | 1 | 0000000000 | NOVPP | TRUST | TUTORING 24 HOURS | H<br>21-22 | | 11/12/2021 | 11/15/2021 | R<br>30837 | $288.00<br>$288.00 |
| GRAINGER000 | GRAINGER | 9121843586 | 0000000000 | NOVPP | TRUST | SUPPLIES | H<br>21-22 | | 11/16/2021 | 11/18/2021 | R<br>30883 | $145.71<br>$145.71 |
| GRAINGER000 | GRAINGER | 9125467903 | 0000000000 | NOVPP | TRUST | Supplies for the school year 2021-2022 | H<br>21-22 | | 11/18/2021 | 11/22/2021 | R<br>30928 | $246.75<br>$246.75 |
| GRAINGER000 | GRAINGER | 9126872457 | 0000000000 | NOVPP | TRUST | DOOR CLOSER | H<br>21-22 | | 11/19/2021 | 11/23/2021 | R<br>30934 | $474.81<br>$474.81 |
| HAHN TYL000 | HAHN, TYLER | 1 | 0000000000 | NOVPP | TRUST | TUTORING 42.75 HOURS | H<br>21-22 | | 11/12/2021 | 11/15/2021 | R<br>30839 | $470.25<br>$470.25 |
| HEARTLAN008 | HEARTLAND BANK & TRUST | 4565 | 0000000000 | NOVPPB | Trust | INTEREST - G.O. SCHOOL BONDS | H<br>21-22 | | 11/29/2021 | 11/29/2021 | A<br>212210001 | $225,271.88<br>$225,271.88 |
| HEARTLAN008 | HEARTLAND BANK & TRUST | 4601 | 0000000000 | NOVPPB | Trust | INTEREST - G.O. SCHOOL BONDS | H<br>21-22 | | 11/29/2021 | 11/29/2021 | A<br>212210001 | $456,387.50<br>$456,387.50 |
| HEARTLAN008 | HEARTLAND BANK & TRUST | 4676 | 0000000000 | NOVPPB | Trust | INTEREST - G.O. SCHOOL BONDS | H<br>21-22 | | 11/29/2021 | 11/29/2021 | A<br>212210001 | $1,011,475.00<br>$1,011,475.00 |
| HENDENOR000 | HENDERSON, NORMAN | 1 | 0000000000 | NOVPP | TRUST | Mileage 492 miles @.56/mile<br>Meals 2.5 days @75/day | H<br>21-22 | | 11/16/2021 | 11/16/2021 | R<br>30871 | $463.02<br>$463.02 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| HOME DEP000 | HOME DEPOT PRO | 643931108 | 0000000000 | NOVPP | TRUST | SUPPLIES | H | | 09/29/2021 | 11/01/2021 | R | $199.10 |
| | | | | | | | 21-22 | | | 30734 | | $199.10 |
| HOME DEP000 | HOME DEPOT PRO | 645639238 | 0000000000 | NOVPP | TRUST | SUPPLIES | H | | 10/07/2021 | 11/02/2021 | R | $579.93 |
| | | | | | | | 21-22 | | | 30748 | | $579.93 |
| HOME DEP000 | HOME DEPOT PRO | 647314830 | 0000000000 | NOVHD | TRUST | MASKS | H | | 10/15/2021 | 11/10/2021 | R | $895.00 |
| | | | | | | | 21-22 | | | 30825 | | $895.00 |
| HOME DEP000 | HOME DEPOT PRO | 647869593 | 0000000000 | NOVPP | TRUST | ALCOHOL WIPES | H | | 10/19/2021 | 11/02/2021 | R | $455.76 |
| | | | | | | | 21-22 | | | 30748 | | $455.76 |
| HOME DEP000 | HOME DEPOT PRO | 648958577 | 0000000000 | NOVHD | TRUST | SUPPLIES | H | | 10/25/2021 | 11/05/2021 | R | $671.25 |
| | | | | | | | 21-22 | | | 30825 | | $671.25 |
| HOME DEP000 | HOME DEPOT PRO | 649788288 | 0000000000 | NOVHD | TRUST | SUPPLIES | H | | 10/28/2021 | 11/05/2021 | R | $221.54 |
| | | | | | | | 21-22 | | | 30825 | | $221.54 |
| HOME DEP000 | HOME DEPOT PRO | 650039555 | 0000000000 | NOVHD | TRUST | SUPPLIES | H | | 10/29/2021 | 11/08/2021 | R | $890.50 |
| | | | | | | | 21-22 | | | 30825 | | $890.50 |
| HOMETOWN000 | HOMETOWN REGISTER-MT CARMEL, SO IL | 70223948 | 0000000000 | NOVPP | TRUST | FUEL BIDS | H | | 11/17/2021 | 11/17/2021 | R | $43.40 |
| | | | | | | | 21-22 | | | 30884 | | $43.40 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 005-00044317 | 0000000000 | NOVIGA | TRUST | FRITSCHLE FLOWERS | H | | 10/05/2021 | 11/08/2021 | R | $36.00 |
| | | | | | | | 21-22 | | | 30875 | | $36.00 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 005-00044353 | 0000000000 | NOVIGA | TRUST | KERMICLE FLOWERS | H | | 10/06/2021 | 11/08/2021 | R | $30.00 |
| | | | | | | | 21-22 | | | 30875 | | $30.00 |
| JOHN D H000 | JOHN D HURN & SON, INC | 430379 | 0000000000 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 10/26/2021 | 11/04/2021 | R | $58.54 |
| | | | | | | | 21-22 | | | 30956 | | $58.54 |
| JOHN D H000 | JOHN D HURN & SON, INC | 430512 | 0000000000 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 10/26/2021 | 11/04/2021 | R | $21.53 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JOHN D H000 | JOHN D HURN & SON, INC | 430512 | ******CONTINUED****** | | | | | | | | | |
| | | | | | | | 21-22 | | | 30956 | | $21.53 |
| JOHN D H000 | JOHN D HURN & SON, INC | 430574 | 0000000000 | NOVHURN | TRUST | Construction/Electrical Supplies | | H | 10/27/2021 | 11/04/2021 | R | $39.79 |
| | | | | | | | 21-22 | | | 30956 | | $39.79 |
| JOHN D H000 | JOHN D HURN & SON, INC | 430741 | 0000000000 | NOVHURN | TRUST | SUPPLIES | | H | 10/28/2021 | 11/04/2021 | R | $128.40 |
| | | | | | | | 21-22 | | | 30956 | | $128.40 |
| JOHN D H000 | JOHN D HURN & SON, INC | 430857 | 0000000000 | NOVHURN | TRUST | SUPPLIES | | H | 10/29/2021 | 11/04/2021 | R | $119.21 |
| | | | | | | | 21-22 | | | 30956 | | $119.21 |
| JOHN D H000 | JOHN D HURN & SON, INC | 430871 | 0000000000 | NOVHURN | TRUST | SUPPLIES | | H | 10/29/2021 | 11/04/2021 | R | $12.12 |
| | | | | | | | 21-22 | | | 30956 | | $12.12 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431126 | 0000000000 | NOVHURN | TRUST | Construction/Electrical Supplies | | H | 11/01/2021 | 11/04/2021 | R | $17.36 |
| | | | | | | | 21-22 | | | 30956 | | $17.36 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431544 | 0000000000 | NOVHURN | TRUST | Misc shop supplies | | H | 11/04/2021 | 11/04/2021 | R | $49.47 |
| | | | | | | | 21-22 | | | 30956 | | $49.47 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431704 | 0000000000 | NOVHURN | TRUST | SUPPLIES | | H | 11/05/2021 | 11/05/2021 | R | $31.33 |
| | | | | | | | 21-22 | | | 30956 | | $31.33 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431904 | 0000000000 | NOVHURN | TRUST | SUPPLIES | | H | 11/08/2021 | 11/08/2021 | R | $133.92 |
| | | | | | | | 21-22 | | | 30956 | | $133.92 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431988 | 0000000000 | NOVHURN | TRUST | Misc shop supplies | | H | 11/08/2021 | 11/08/2021 | R | $41.08 |
| | | | | | | | 21-22 | | | 30956 | | $41.08 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432236 | 0000000000 | NOVHURN | TRUST | supplies | | H | 11/10/2021 | 11/22/2021 | R | $93.20 |
| | | | | | | | 21-22 | | | 30956 | | $93.20 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JOHN D H000 | JOHN D HURN & SON, INC | 432267 | 0000000000 | NOVHURN | TRUST | supplies | H<br>21-22 | | 11/10/2021<br>30956 | 11/22/2021 | R | $46.33<br>$46.33 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432524 | 0000000000 | NOVHURN | TRUST | Construction/Electrical Supplies | H<br>21-22 | | 11/12/2021<br>30956 | 11/22/2021 | R | $45.54<br>$45.54 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432863 | 0000000000 | NOVHURN | TRUST | supplies | H<br>21-22 | | 11/16/2021<br>30956 | 11/22/2021 | R | $77.34<br>$77.34 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432971 | 0000000000 | NOVHURN | TRUST | Construction/Electrical Supplies | H<br>21-22 | | 11/16/2021<br>30956 | 11/22/2021 | R | $39.09<br>$39.09 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433181 | 0000000000 | NOVHURN | TRUST | supplies | H<br>21-22 | | 11/18/2021<br>30956 | 11/22/2021 | R | $11.86<br>$11.86 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433185 | 0000000000 | NOVHURN | TRUST | supplies | H<br>21-22 | | 11/18/2021<br>30956 | 11/22/2021 | R | $20.12<br>$20.12 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433342 | 0000000000 | NOVHURN | TRUST | supplies | H<br>21-22 | | 11/19/2021<br>30956 | 11/22/2021 | R | $32.44<br>$32.44 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433421 | 0000000000 | NOVHURN | TRUST | SUPPLIES | H<br>21-22 | | 11/20/2021<br>30956 | 11/22/2021 | R | $15.55<br>$15.55 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433449 | 0000000000 | NOVHURN | TRUST | SUPPLIES | H<br>21-22 | | 11/22/2021<br>30956 | 11/22/2021 | R | $48.04<br>$48.04 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433535 | 0000000000 | NOVHURN | TRUST | SUPPLIES | H<br>21-22 | | 11/22/2021<br>30956 | 11/23/2021 | R | $93.00<br>$93.00 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433755 | 0000000000 | NOVHURN | TRUST | supplies | H<br>21-22 | | 11/24/2021<br>30956 | 11/24/2021 | R | $84.19<br>$84.19 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JOHN D H000 | JOHN D HURN & SON, INC | K33799 | 0000000000 | NOVHURN | TRUST | SUPPLIES | H<br>21-22 | | 11/24/2021<br>30956 | 11/24/2021 | R | $18.09<br>$18.09 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4734865 | 0000000000 | NOVJD | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | H<br>21-22 | | 10/27/2021<br>30953 | 11/05/2021 | R | $35.88<br>$35.88 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4735208 | 0000000000 | NOVJD | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | H<br>21-22 | | 10/28/2021<br>30953 | 11/05/2021 | R | $65.99<br>$65.99 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4735259 | 0000000000 | NOVJD | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | H<br>21-22 | | 10/28/2021<br>30953 | 11/05/2021 | R | $104.97<br>$104.97 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4740459 | 0000000000 | NOVJD | TRUST | SUPPLIES | H<br>21-22 | | 11/08/2021<br>30953 | 11/08/2021 | R | $23.45<br>$23.45 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4743833 | 0000000000 | NOVJD | TRUST | SUPPLIES | H<br>21-22 | | 11/15/2021<br>30953 | 11/23/2021 | R | $22.14<br>$22.14 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4746740 | 0000000000 | NOVJD | TRUST | SUPPLIES | H<br>21-22 | | 11/22/2021<br>30953 | 11/23/2021 | R | $28.95<br>$28.95 |
| LECROCHA000 | LECRONE, CHAD | 1 | 0000000000 | NOVPP | TRUST | UBER | H<br>21-22 | | 11/19/2021<br>30929 | 11/22/2021 | R | $8.94<br>$8.94 |
| LECROCHA000 | LECRONE, CHAD | 2 | 0000000000 | NOVPP | TRUST | UBER | H<br>21-22 | | 11/19/2021<br>30929 | 11/22/2021 | R | $19.96<br>$19.96 |
| LECROCHA000 | LECRONE, CHAD | 3 | 0000000000 | NOVPP | TRUST | UBER | H<br>21-22 | | 11/19/2021<br>30929 | 11/22/2021 | R | $12.79<br>$12.79 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| LECROCHA000 | LECRONE, CHAD | 4 | 0000000000 | NOVPP | TRUST | UBER | H | | 11/20/2021 | 11/22/2021 | R | $20.90 |
| | | | | | | | 21-22 | | | 30929 | | $20.90 |
| LOCKLCYN000 | LOCKLEY, CYNTHIA | 1 | 0000000000 | NOVPP | TRUST | Mileage 492 miles @.56/mile Meals 2.5 days @75/day | H | | 11/16/2021 | 11/16/2021 | R | $463.02 |
| | | | | | | | 21-22 | | | 30872 | | $463.02 |
| MAYS ALY000 | MAYS, ALYVIA | 1 | 0000000000 | NOVPP | TRUST | TUTORING 30 HOURS | H | | 11/15/2021 | 11/15/2021 | R | $330.00 |
| | | | | | | | 21-22 | | | 30842 | | $330.00 |
| MCVICMAX000 | MCVICKER, MAX | 1 | 0000000000 | NOVPP | TRUST | TUTORING 12.25 HOURS | H | | 11/15/2021 | 11/15/2021 | R | $147.00 |
| | | | | | | | 21-22 | | | 30843 | | $147.00 |
| MITCHBRA004 | MITCHELL, BRANDI | 1 | 0000000000 | NOVPP | TRUST | REIMBURSE LICENSE | H | | 11/06/2021 | 11/09/2021 | R | $60.00 |
| | | | | | | | 21-22 | | | 30845 | | $60.00 |
| MUSICSON000 | MUSIC, SONJA | 1 | 0000000000 | NOVPP | TRUST | Meals 2.5 days @75/day | H | | 11/16/2021 | 11/16/2021 | R | $187.50 |
| | | | | | | | 21-22 | | | 30873 | | $187.50 |
| O'REILLY001 | O'REILLY AUTO PARTS | 1411-477577 | 0000000000 | NOVPP | TRUST | LIMO TINT | H | | 10/07/2021 | 11/05/2021 | R | $10.99 |
| | | | | | | | 21-22 | | | 30786 | | $10.99 |
| OLNEY BO000 | OLNEY BOWLING CENTER | 1 | 0000000000 | NOVPP | TRUST | PE BOWLING HIGH SCHOOL | H | | 11/12/2021 | 11/16/2021 | R | $962.00 |
| | | | | | | | 21-22 | | | 30888 | | $962.00 |
| PARRERIL000 | PARRENT, RILEY | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 26.75 HOURS | H | | 11/12/2021 | 11/15/2021 | R | $428.00 |
| | | | | | | | 21-22 | | | 30847 | | $428.00 |
| PARRETRE000 | PARRENT, TREVOR | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 19 HOURS | H | | 11/12/2021 | 11/15/2021 | R | $304.00 |
| | | | | | | | 21-22 | | | 30848 | | $304.00 |
| RCHS - A000 | RCHS - ACTIVITY | 09242021 | 0000000000 | NOVPP | TRUST | IT DEPT | H | | 09/24/2021 | 11/05/2021 | R | $6,320.00 |
| | | | | | | | 21-22 | | | 30777 | | $6,320.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| RCHS - A000 | RCHS - ACTIVITY | 092821 | 0000000000 | NOVPP | TRUST | IT DEPT | H<br>21-22 | | 09/28/2021<br> | 11/05/2021<br>30777 | R | $360.00<br>$360.00 |
| RCHS - A000 | RCHS - ACTIVITY | 110321 | 0000000000 | NOVPP | TRUST | IMC LIBRARY FINES COLLECTED | H<br>21-22 | | 11/03/2021<br> | 11/10/2021<br>30851 | R | $44.79<br>$44.79 |
| RCHS - A000 | RCHS - ACTIVITY | BASEBALL | 0000000000 | NOVPP | TRUST | WALMART SPONSOR MONEY | H<br>21-22 | | 10/19/2021<br> | 11/09/2021<br>30851 | R | $100.00<br>$100.00 |
| RCHS - R000 | RCHS - REVOLVING | 103121 | 0000000000 | NOVPP | TRUST | reimbursment | H<br>21-22 | | 10/20/2021<br> | 11/02/2021<br>30752 | R | $3,739.39<br>$3,739.39 |
| RCMS 000 | RCMS | OCTOBER | 0000000000 | NOVPP | TRUST | FEES | H<br>21-22 | | 10/31/2021<br> | 11/08/2021<br>30852 | R | $280.00<br>$280.00 |
| RICHLAND009 | RICHLAND CO TREASURER | 11 | 0000000000 | NOVPP | TRUST | SCHOOL RESOURCE OFFICER | H<br>21-22 | | 11/01/2021<br> | 11/16/2021<br>30891 | R | $7,168.41<br>$7,168.41 |
| SAFETY T000 | SAFETY TRAINING CENTER, LLC | 13783 | 0000000000 | NOVPP | TRUST | Randy Reeves | H<br>21-22 | | 11/17/2021<br> | 11/17/2021<br>30892 | R | $170.00<br>$170.00 |
| SCHOLAST009 | SCHOLASTIC INC | 32585111 | 0000000000 | NOVPP | TRUST | BOOKS | H<br>21-22 | | 10/12/2021<br> | 11/08/2021<br>30853 | R | $1,137.56<br>$1,137.56 |
| SCHOLAST019 | SCHOLASTIC INC. | 33815138 | 0000000000 | NOVPP | TRUST | BOOKS | H<br>21-22 | | 11/03/2021<br> | 11/18/2021<br>30893 | R | $379.18<br>$379.18 |
| SCHOOL S000 | SCHOOL SPECIALTY LLC | 208128363913 | 0000000000 | NOVPP | TRUST | DUPLICATE PAYMENT | H<br>21-22 | | 08/23/2021<br> | 11/09/2021<br>30854 | R | $-161.92<br>$-161.92 |
| SECRETAR000 | SECRETARY OF STATE | 1 | 0000000000 | NOVPP | TRUST | 3 busses | H<br>21-22 | | 12/31/2021<br> | 11/24/2021<br>30939 | R | $30.00<br>$30.00 |
| SPRINGFI001 | SPRINGFIELD ELECTRIC SUPPLY | S7056905.001 | 0000000000 | NOVPP | TRUST | SUPPLIES | H<br>21-22 | | 11/03/2021<br> | 11/05/2021<br>30789 | R | $45.60<br>$45.60 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| STEBECOL000 | STEBER, COLBY | 1 | 0000000000 | NOVPP | TRUST | MILEAGE | H | | 09/30/2021 | 11/15/2021 | R | $4.48 |
| | | | | | | | 21-22 | | | | 30856 | $4.48 |
| STEVEKAY000 | STEVENSON, KAYLEIGH | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 27.5 HOURS | H | | 11/12/2021 | 11/15/2021 | R | $302.50 |
| | | | | | | | 21-22 | | | | 30857 | $302.50 |
| STUARD &000 | STUARD & ASSOCIATES, INC | 31233 | 0000000000 | NOVPP | TRUST | ELEVATOR INSPECTION | H | | 11/16/2021 | 11/16/2021 | R | $210.00 |
| | | | | | | | 21-22 | | | | 30894 | $210.00 |
| TEDFOPAI000 | TEDFORD, PAIGE | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 29.75 HOURS | H | | 11/12/2021 | 11/15/2021 | R | $476.00 |
| | | | | | | | 21-22 | | | | 30858 | $476.00 |
| TEDFOTAY000 | TEDFORD, TAYLOR | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 26.25 HOURS | H | | 11/12/2021 | 11/15/2021 | R | $288.75 |
| | | | | | | | 21-22 | | | | 30859 | $288.75 |
| TYLERJIL000 | TYLER, JILLIAN | 1 | 0000000000 | NOVPP | TRUST | TUTORING 3.75 HOURS | H | | 11/12/2021 | 11/15/2021 | R | $45.00 |
| | | | | | | | 21-22 | | | | 30861 | $45.00 |
| VISA 000 | VISA | 100 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER WALMART 102121 | H | | 10/21/2021 | 11/17/2021 | R | $42.30 |
| | | | | | | | 21-22 | | | | 30906 | $42.30 |
| VISA 000 | VISA | 105 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER K JURGILANIS ASHA | H | | 10/08/2021 | 11/17/2021 | R | $225.00 |
| | | | | | | | 21-22 | | | | 30906 | $225.00 |
| VISA 000 | VISA | 106 | 0000000000 | NOVVISA | TRUST | CC C SIMPSON HODGES LOIZZI | H | | 10/27/2021 | 11/17/2021 | R | $100.00 |
| | | | | | | | 21-22 | | | | 30906 | $100.00 |
| VISA 000 | VISA | 11 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS DOMINOS 102421 | H | | 10/24/2021 | 11/10/2021 | R | $65.16 |
| | | | | | | | 21-22 | | | | 30906 | $65.16 |
| VISA 000 | VISA | 12 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS PEORIA MARRIOTT 22.83 | H | | 10/25/2021 | 11/10/2021 | R | $22.83 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA | 000 VISA | 12 | ******CONTINUED****** | | | | | | | | | |
| | | | | | | | 21-22 | | | 30906 | | $22.83 |
| VISA | 000 VISA | 13 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS PEORIA MARRIOTT 6.02 | | H | 10/24/2021 | 11/10/2021 | R | $6.02 |
| | | | | | | | 21-22 | | | 30906 | | $6.02 |
| VISA | 000 VISA | 14 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS PEORIA MARRIOTT 161.50 | | H | 10/24/2021 | 11/10/2021 | R | $161.50 |
| | | | | | | | 21-22 | | | 30906 | | $161.50 |
| VISA | 000 VISA | 15 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS ROAD RANGER | | H | 10/25/2021 | 11/10/2021 | R | $23.75 |
| | | | | | | | 21-22 | | | 30906 | | $23.75 |
| VISA | 000 VISA | 16 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS MARRIOTT ST LOUIS | | H | 10/15/2021 | 11/10/2021 | R | $397.23 |
| | | | | | | | 21-22 | | | 30906 | | $397.23 |
| VISA | 000 VISA | 17 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS E BLACKFORD IRC WORKSHOP | | H | 10/06/2021 | 11/10/2021 | R | $76.00 |
| | | | | | | | 21-22 | | | 30906 | | $76.00 |
| VISA | 000 VISA | 18 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS E BLACKFORD IRC WRKSHOP REFUND | | H | 10/04/2021 | 11/10/2021 | R | $-296.00 |
| | | | | | | | 21-22 | | | 30906 | | $-296.00 |
| VISA | 000 VISA | 19 | 0000000000 | NOVVISA | TRUST | CC C EDWARDS SPARKS IRC WRKSHOP REFUND | | H | 10/04/2021 | 11/10/2021 | R | $-296.00 |
| | | | | | | | 21-22 | | | 30906 | | $-296.00 |
| VISA | 000 VISA | 20 | 0000000000 | NOVVISA | TRUST | CC A WISNER WALMART | | H | 10/04/2021 | 11/12/2021 | R | $38.46 |
| | | | | | | | 21-22 | | | 30906 | | $38.46 |
| VISA | 000 VISA | 21 | 0000000000 | NOVVISA | TRUST | CC A WISNER WALMART | | H | 10/04/2021 | 11/12/2021 | R | $22.70 |
| | | | | | | | 21-22 | | | 30906 | | $22.70 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA | 000 VISA | 22 | 0000000000 | NOVVISA | TRUST | CC A WISNER WALMART | H<br>21-22 | | 10/21/2021<br>30906 | 11/12/2021 | R | $45.40<br>$45.40 |
| VISA | 000 VISA | 23 | 0000000000 | NOVVISA | TRUST | CC A WISNER WALMART SCHOOL BOARD SNACKS | H<br>21-22 | | 10/21/2021<br>30906 | 11/12/2021 | R | $23.46<br>$23.46 |
| VISA | 000 VISA | 27 | 0000000000 | NOVVISA | TRUST | CC J VANDYKE PILOT | H<br>21-22 | | 10/30/2021<br>30906 | 11/12/2021 | R | $22.16<br>$22.16 |
| VISA | 000 VISA | 28 | 0000000000 | NOVVISA | TRUST | CC J VANDYKE INDY ALL NIGHT | H<br>21-22 | | 10/28/2021<br>30906 | 11/12/2021 | R | $56.16<br>$56.16 |
| VISA | 000 VISA | 29 | 0000000000 | NOVVISA | TRUST | CC J VANDYKE INDY CHIK FIL A | H<br>21-22 | | 10/28/2021<br>30906 | 11/12/2021 | R | $15.78<br>$15.78 |
| VISA | 000 VISA | 30 | 0000000000 | NOVVISA | TRUST | CC J TEDFORD IPA | H<br>21-22 | | 10/07/2021<br>30906 | 11/12/2021 | R | $409.00<br>$409.00 |
| VISA | 000 VISA | 32 | 0000000000 | NOVVISA | TRUST | CC J TEDFORD IRC CONF REFUND DORIS | H<br>21-22 | | 10/04/2021<br>30906 | 11/12/2021 | R | $-371.00<br>$-371.00 |
| VISA | 000 VISA | 39 | 0000000000 | NOVVISA | TRUST | CC M STEBER PILOT | H<br>21-22 | | 10/30/2021<br>30906 | 11/12/2021 | R | $20.00<br>$20.00 |
| VISA | 000 VISA | 44 | 0000000000 | NOVVISA | TRUST | CC M HAHN MARRIOTT PEORIA 102421 | H<br>21-22 | | 10/24/2021<br>30906 | 11/15/2021 | R | $161.50<br>$161.50 |
| VISA | 000 VISA | 45 | 0000000000 | NOVVISA | TRUST | CC M HAHN MARRIOTT PEORIA 102421 | H<br>21-22 | | 10/24/2021<br>30906 | 11/15/2021 | R | $161.50<br>$161.50 |
| VISA | 000 VISA | 58 | 0000000000 | NOVVISA | TRUST | CC R RUSK PILOT | H<br>21-22 | | 10/30/2021<br>30906 | 11/15/2021 | R | $20.00<br>$20.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA | 000 VISA | 61 | 0000000000 | NOVVISA | TRUST | CC R KMAN NEENAH FOUNDRY | H<br>21-22 | | 10/01/2021<br>30906 | 11/16/2021 | R | $630.00<br>$630.00 |
| VISA | 000 VISA | 82 | 0000000000 | NOVVISA | TRUST | CC C SIMPSON IASA REFUND | H<br>21-22 | | 10/05/2021<br>30906 | 11/17/2021 | R | $-369.00<br>$-369.00 |
| VISA | 000 VISA | 83 | 0000000000 | NOVVISA | TRUST | CC C LECRONE IL FIRE MARSHALL | H<br>21-22 | | 10/15/2021<br>30906 | 11/17/2021 | R | $102.25<br>$102.25 |
| VISA | 000 VISA | 85 | 0000000000 | NOVVISA | TRUST | CC C LECRONE DIRTY'S BAR & GRILL | H<br>21-22 | | 10/27/2021<br>30906 | 11/17/2021 | R | $50.82<br>$50.82 |
| VISA | 000 VISA | 87 | 0000000000 | NOVVISA | TRUST | CC D HOUCHIN FOUR POINTS PEORIA | H<br>21-22 | | 10/25/2021<br>30906 | 11/17/2021 | R | $86.12<br>$86.12 |
| VISA | 000 VISA | 88 | 0000000000 | NOVVISA | TRUST | CC D HOUCHIN PEORIA MARRIOTT | H<br>21-22 | | 10/25/2021<br>30906 | 11/17/2021 | R | $161.50<br>$161.50 |
| VISA | 000 VISA | 91 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | H<br>21-22 | | 09/30/2021<br>30906 | 11/17/2021 | R | $-146.00<br>$-146.00 |
| VISA | 000 VISA | 92 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | H<br>21-22 | | 09/30/2021<br>30906 | 11/17/2021 | R | $-146.00<br>$-146.00 |
| VISA | 000 VISA | 93 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | H<br>21-22 | | 09/30/2021<br>30906 | 11/17/2021 | R | $-146.00<br>$-146.00 |
| VISA | 000 VISA | 94 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | H<br>21-22 | | 09/30/2021<br>30906 | 11/17/2021 | R | $-146.00<br>$-146.00 |
| VISA | 000 VISA | 95 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | H<br>21-22 | | 09/30/2021<br>30906 | 11/17/2021 | R | $-146.00<br>$-146.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA 000 | VISA | 96 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | | H | 09/30/2021 | 11/17/2021 | R | $-371.00 |
| | | | | | | | 21-22 | | | | 30906 | $-371.00 |
| VISA 000 | VISA | 97 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | | H | 09/30/2021 | 11/17/2021 | R | $-96.00 |
| | | | | | | | 21-22 | | | | 30906 | $-96.00 |
| VISA 000 | VISA | 98 | 0000000000 | NOVVISA | TRUST | CC M WHITTLER IRC REFUND | | H | 09/30/2021 | 11/17/2021 | R | $-275.00 |
| | | | | | | | 21-22 | | | | 30906 | $-275.00 |
| VISA 000 | VISA | STJOE | 0000000000 | NOVPP | TRUST | ST JOE VISA BILL | | H | 10/12/2021 | 11/16/2021 | R | $847.00 |
| | | | | | | | 21-22 | | | | 30896 | $847.00 |
| WHITTMAD000 | WHITTLER, MADELINE | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 28 HOURS | | H | 11/12/2021 | 11/15/2021 | R | $308.00 |
| | | | | | | | 21-22 | | | | 30864 | $308.00 |
| WHITTSAR000 | WHITTLER, SARAH | 1 | 0000000000 | NOVPP | TRUST | REFUND CNA FEES M WHITTLER | | H | 11/17/2021 | 11/18/2021 | R | $217.50 |
| | | | | | | | 21-22 | | | | 30897 | $217.50 |
| WYATTHEA000 | WYATT, HEAVEN | 1 | 0000000000 | NOVPP | TRUST | 21ST CENTURY TUTORING 15.25 HOURS | | H | 11/12/2021 | 11/15/2021 | R | $167.75 |
| | | | | | | | 21-22 | | | | 30865 | $167.75 |
| VISA 000 | VISA | 62 | 1002200007 | NOVVISA | TRUST | CC N MAYS M SEALS 100221 | | H | 10/02/2021 | 11/16/2021 | R | $69.69 |
| | | | | | | | 21-22 | | | | 30906 | $69.69 |
| VISA 000 | VISA | 65 | 1002200048 | NOVVISA | TRUST | CC N MAYS M DUNN WALMART 101921 | | H | 10/19/2021 | 11/16/2021 | R | $14.00 |
| | | | | | | | 21-22 | | | | 30906 | $14.00 |
| AUSSIE P001 | AUSSIE POUCH | 14951 | 1002200084 | NOVPP | TRUST | Instructional Supplies-Chair Pockets | | H | 07/26/2021 | 11/16/2021 | R | $333.73 |
| | | | | | | | 21-22 | | | | 30866 | $333.73 |
| AUSSIE P001 | AUSSIE POUCH | 14952 | 1002200102 | NOVPP | TRUST | Aussie Chair Pockets Class Set (25) SKU: Medium 15": | | H | 07/26/2021 | 11/16/2021 | R | $321.24 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AUSSIE P001 | AUSSIE POUCH | 14952 | ******CONTINUED****** | | | APC1105 Classic, denim, 15 in, teal trim color, with name tag holder | 21-22 | | | | | 30866 | $321.24 |
| AUSSIE P001 | AUSSIE POUCH | 14986 | 1002200116 | NOVPP | TRUST | CLASSIC CHAIR POCKET WITH NAME TAG HOLDER 15" BLACK CANVAS WITH TEAL TRIM SKU: APC1105 https://www.aussiepouch.com/collections/school/products/classic-chair-pocket?variant=31363585474678 | 21-22 | H | 07/28/2021 | 11/16/2021 | R | 30866 | $359.73 $359.73 |
| AUSSIE P001 | AUSSIE POUCH | 14985 | 1002200127 | NOVPP | TRUST | Instructional Supplies | 21-22 | H | 07/28/2021 | 11/16/2021 | R | 30866 | $346.24 $346.24 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123837 | 1002200143 | NOVPP | TRUST | Labor for Copiers (Workrooms, Color Copiers, Fax Machine) | 21-22 | H | 11/05/2021 | 11/30/2021 | R | 30943 | $58.00 $58.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123841 | 1002200143 | NOVPP | TRUST | Labor for Copiers (Workrooms, Color Copiers, Fax Machine) | 21-22 | H | 11/05/2021 | 11/23/2021 | R | 30935 | $38.00 $38.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123878 | 1002200143 | NOVPP | TRUST | Labor for Copiers (Workrooms, Color Copiers, Fax Machine) | 21-22 | H | 11/15/2021 | 11/15/2021 | R | 30844 | $38.00 $38.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123837. | 1002200144 | NOVPP | TRUST | Parts for Copies (Workrooms, Color Copiers, Fax Machine) | | H | 11/05/2021 | 11/30/2021 | R | | $426.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ | S | INV DATE / ADJ AMT | DUE DATE | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123837. | ******CONTINUED****** | | | | | | | | | |
| | | | | | | | FY 21-22 | | | 30943 | | $426.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123853 | 1002200144 | NOVPP | TRUST | Parts for Copies (Workrooms, Color Copiers, Fax Machine) | H | | 11/10/2021 | 11/15/2021 | R | $110.00 |
| | | | | | | | FY 21-22 | | | 30844 | | $110.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123878. | 1002200144 | NOVPP | TRUST | Parts for Copies (Workrooms, Color Copiers, Fax Machine) | H | | 11/15/2021 | 11/15/2021 | R | $71.00 |
| | | | | | | | FY 21-22 | | | 30844 | | $71.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123886 | 1002200145 | NOVPP | TRUST | Ink for copiers (Workrooms, Color Copiers, Fax Machine) | H | | 11/15/2021 | 11/18/2021 | R | $808.00 |
| | | | | | | | FY 21-22 | | | 30887 | | $808.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123887 | 1002200145 | NOVPP | TRUST | Ink for copiers (Workrooms, Color Copiers, Fax Machine) | H | | 11/15/2021 | 11/18/2021 | R | $440.00 |
| | | | | | | | FY 21-22 | | | 30887 | | $440.00 |
| PRINTFOR000 | PRINTFORCE, INC | 27668 | 1002200210 | NOVPP | TRUST | RCES Printing Needs | H | | 11/18/2021 | 11/18/2021 | R | $119.80 |
| | | | | | | | FY 21-22 | | | 30889 | | $119.80 |
| FOLLETT 001 | FOLLETT SCHOOL SOLUTIONS, INC | 363854 | 1002200232 | NOVPP | TRUST | RCES Library Book Order - 53 books & processing | H | | 11/04/2021 | 11/12/2021 | R | $439.36 |
| | | | | | | | FY 21-22 | | | 30838 | | $439.36 |
| FOLLETT 001 | FOLLETT SCHOOL SOLUTIONS, INC | 363854F | 1002200232 | NOVPP | TRUST | RCES Library Book Order - 53 books & processing | H | | 11/16/2021 | 11/17/2021 | R | $435.59 |
| | | | | | | | FY 21-22 | | | 30882 | | $435.59 |
| VISA 000 | VISA | 47 | 1002200234 | NOVVISA | TRUST | CC M HAHN WALMART MASKS | H | | 09/29/2021 | 11/15/2021 | R | $229.00 |
| | | | | | | | FY 21-22 | | | 30906 | | $229.00 |
| VISA 000 | VISA | 42 | 1002200239 | NOVVISA | TRUST | CC M HAHN WALMART 100821 | H | | 10/08/2021 | 11/15/2021 | R | $69.92 |
| | | | | | | | FY 21-22 | | | 30906 | | $69.92 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA 000 | VISA | 9 | 1002200243 | NOVVISA | TRUST | CC C EDWARDS FRANKLIN COVEY 57878851 | 21-22 | H | 10/19/2021 | 11/10/2021 | R | 30906 | $1,197.00 $1,197.00 |
| VISA 000 | VISA | 43 | 1002200244 | NOVVISA | TRUST | CC M HAHN WALMART.COM 101821 | 21-22 | H | 10/18/2021 | 11/15/2021 | R | 30906 | $70.82 $70.82 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 91133 | 1002200246 | NOVSYNC | TRUST | Classroom Supplies ART | 21-22 | H | 10/25/2021 | 11/04/2021 | R | 30951 | $94.38 $94.38 |
| VISA 000 | VISA | 80 | 1002200251 | NOVVISA | TRUST | CC C SIMPSON M SIMPSON BARNES & NOBLE | 21-22 | H | 10/23/2021 | 11/17/2021 | R | 30906 | $272.54 $272.54 |
| VISA 000 | VISA | 81 | 1002200252 | NOVVISA | TRUST | CC C SIMPSON M SIMPSON BARNES & NOBLE | 21-22 | H | 10/25/2021 | 11/17/2021 | R | 30906 | $214.09 $214.09 |
| ULINE 000 | ULINE | 140351153 | 1002200253 | NOVPP | TRUST | Shelving for storage | 21-22 | H | 10/22/2021 | 10/29/2021 | R | 30740 | $850.85 $850.85 |
| SHAN NIC001 | SHAN, NICOLE | 1 | 1002200255 | NOVPP | TRUST | Classroom Supplies | 21-22 | H | 10/10/2021 | 10/29/2021 | R | 30738 | $52.50 $52.50 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 11479 | 1002200257 | NOVSYNC | TRUST | Office Supplies | 21-22 | H | 10/31/2021 | 11/05/2021 | R | 30951 | $28.44 $28.44 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 23154 | 1002200257 | NOVSYNC | TRUST | Office Supplies | 21-22 | H | 10/31/2021 | 11/08/2021 | R | 30951 | $124.17 $124.17 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 66333 | 1002200257 | NOVSYNC | TRUST | Office Supplies | 21-22 | H | 11/20/2021 | 11/23/2021 | R | 30951 | $51.98 $51.98 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 08808 | 1002200258 | NOVSYNC | TRUST | Notecards | 21-22 | H | 11/01/2021 | 11/04/2021 | R | 30951 | $194.40 $194.40 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 33802 | 1002200259 | NOVSYNC | TRUST | Disposable Face Masks for Recorders | H<br>21-22 | | 11/01/2021<br>30951 | 11/04/2021 | R | $53.34<br>$53.34 |
| EMPIRE M000 | EMPIRE MUSIC | 33185 | 1002200260 | NOVPP | TRUST | Additional Recorders for 4th and 5th grades | H<br>21-22 | | 11/01/2021<br>30836 | 11/12/2021 | R | $134.50<br>$134.50 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 07615 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/04/2021<br>30951 | 11/08/2021 | R | $13.97<br>$13.97 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 10194 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/06/2021<br>30951 | 11/08/2021 | R | $11.99<br>$11.99 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 30380 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/16/2021<br>30951 | 11/22/2021 | R | $8.48<br>$8.48 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 69213 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/05/2021<br>30951 | 11/22/2021 | R | $584.73<br>$584.73 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 70648 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/04/2021<br>30951 | 11/08/2021 | R | $25.81<br>$25.81 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 81604 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/14/2021<br>30951 | 11/22/2021 | R | $253.30<br>$253.30 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 81604-1 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/18/2021<br>30951 | 11/22/2021 | R | $-12.44<br>$-12.44 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 81604-2 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/16/2021<br>30951 | 11/22/2021 | R | $-17.95<br>$-17.95 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 87589 | 1002200261 | NOVSYNC | TRUST | Title I Program Resources and Manipulatives | H<br>21-22 | | 11/04/2021<br>30951 | 11/08/2021 | R | $30.14<br>$30.14 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 23051 | 1002200262 | NOVSYNC | TRUST | RCES Library Book Order | H<br>21-22 | | 11/05/2021<br>30951 | 11/10/2021 | R | $413.70<br>$413.70 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 24661 | 1002200262 | NOVSYNC | TRUST | RCES Library Book Order | H<br>21-22 | | 11/15/2021<br>30951 | 11/23/2021 | R | $15.54<br>$15.54 |
| FOLLETT 001 | FOLLETT SCHOOL SOLUTIONS, INC | 382982 | 1002200263 | NOVPP | TRUST | RCES Library Book Order | H<br>21-22 | | 11/15/2021<br>30882 | 11/17/2021 | R | $186.27<br>$186.27 |
| VISA 000 | VISA | 41 | 1002200264 | NOVVISA | TRUST | CC M HAHN WALMART MASKS | H<br>21-22 | | 10/26/2021<br>30906 | 11/15/2021 | R | $229.00<br>$229.00 |
| SCHOLAST009 | SCHOLASTIC INC | M7097982 | 1002200266 | NOVPP | TRUST | Scholastic News KG-5th Magazine Subscription | H<br>21-22 | | 10/19/2021<br>30853 | 11/15/2021 | R | $5,674.57<br>$5,674.57 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 84453 | 1002200270 | NOVSYNC | TRUST | Title 1 stamp | H<br>21-22 | | 11/10/2021<br>30951 | 11/22/2021 | R | $56.82<br>$56.82 |
| SCHOOL S000 | SCHOOL SPECIALTY LLC | 208129039860 | 1002200275 | NOVPP | TRUST | Classroom Supplies ART | H<br>21-22 | | 11/17/2021<br>30937 | 11/23/2021 | R | $175.64<br>$175.64 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 38005 | 1002200276 | NOVSYNC | TRUST | Classroom Supplies ART | H<br>21-22 | | 11/18/2021<br>30951 | 11/23/2021 | R | $257.76<br>$257.76 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 81775 | 1002200276 | NOVSYNC | TRUST | Classroom Supplies ART | H<br>21-22 | | 11/16/2021<br>30951 | 11/23/2021 | R | $34.96<br>$34.96 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 06271 | 1002200277 | NOVSYNC | TRUST | SEL books | H<br>21-22 | | 11/18/2021<br>30951 | 11/23/2021 | R | $133.45<br>$133.45 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 455459695683 | 1002200278 | NOVSYNC | TRUST | Classroom Supplies ART | H<br>21-22 | | 11/21/2021<br>30951 | 11/30/2021 | R | $71.19<br>$71.19 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 449756647389 | 1002200281 | NOVSYNC | TRUST | Classroom Supplies ART | H<br>21-22 | | 11/23/2021<br>30951 | 11/30/2021 | R | $60.92<br>$60.92 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 497355646359 | 1002200285 | NOVSYNC | TRUST | Book: 6 Steps to a Trouble Free Playground by Curt Hinson (Social Emotional) | H<br>21-22 | | 11/23/2021<br>30951 | 11/30/2021 | R | $8.00<br>$8.00 |
| VISA 000 | VISA | 70 | 2002200041 | NOVVISA | TRUST | CC M HARNESS J FORD WALMART | H<br>21-22 | | 10/29/2021<br>30906 | 11/16/2021 | R | $17.66<br>$17.66 |
| HEARTSMA000 | HEARTSMART.COM | 1991084 | 2002200058 | NOVPP | TRUST | Heart SMart AED order= Life Safety money | H<br>21-22 | | 10/25/2021<br>30747 | 11/01/2021 | R | $169.00<br>$169.00 |
| EASTBAY 000 | EASTBAY | 1472622 | 2002200073 | NOVPP | TRUST | Seiko S149 stopwatch for XC | H<br>21-22 | | 10/29/2021<br>30870 | 11/16/2021 | R | $485.00<br>$485.00 |
| VISA 000 | VISA | 74 | 2002200079 | NOVVISA | TRUST | CC M HARNESS B PAGE WALMART | H<br>21-22 | | 10/08/2021<br>30906 | 11/16/2021 | R | $47.22<br>$47.22 |
| SCHOOL S000 | SCHOOL SPECIALTY LLC | 308103896447 | 2002200094 | NOVPP | TRUST | art room supplies | H<br>21-22 | | 10/19/2021<br>30854 | 11/09/2021 | R | $1,208.44<br>$1,208.44 |
| THE MUSI000 | THE MUSIC SHOPPE, INC | 3145308 | 2002200095 | NOVPP | TRUST | Flute Masks | H<br>21-22 | | 10/06/2021<br>30895 | 11/16/2021 | R | $44.85<br>$44.85 |
| VISA 000 | VISA | 33 | 2002200097 | NOVVISA | TRUST | CC J HUBBARD ARBY'S Cross Country Meet - Feed Team/Arby's | H | | 10/07/2021 | 11/12/2021 | R | $228.45 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA | 000 VISA | 33 | ******CONTINUED****** | | | | | | | | | |
| | | | | | | | 21-22 | | | | 30906 | $228.45 |
| VISA | 000 VISA | 89 | 2002200099 | NOVVISA | TRUST | CC D HOUCHIN E BLACKFORD LOGIC OF ENGLISH | | H | 10/12/2021 | 11/17/2021 | R | $9.68 |
| | | | | | | | 21-22 | | | | 30906 | $9.68 |
| VISA | 000 VISA | 67 | 2002200101 | NOVVISA | TRUST | CC M HARNESS J ADAMS WALMART | | H | 10/18/2021 | 11/16/2021 | R | $96.99 |
| | | | | | | | 21-22 | | | | 30906 | $96.99 |
| VISA | 000 VISA | 68 | 2002200101 | NOVVISA | TRUST | CC M HARNESS J ADAMS WALMART 102221 | | H | 10/22/2021 | 11/16/2021 | R | $99.14 |
| | | | | | | | 21-22 | | | | 30906 | $99.14 |
| VISA | 000 VISA | 66 | 2002200102 | NOVVISA | TRUST | CC M HARNESS J CLODFELTER 101521 | | H | 10/15/2021 | 11/16/2021 | R | $49.29 |
| | | | | | | | 21-22 | | | | 30906 | $49.29 |
| VISA | 000 VISA | 34 | 2002200103 | NOVVISA | TRUST | CC J HUBBARD Cross Country Meet in Duquoin for State Run. Feed team at Fazoli's. | | H | 10/07/2021 | 11/12/2021 | R | $260.06 |
| | | | | | | | 21-22 | | | | 30906 | $260.06 |
| VISA | 000 VISA | 69 | 2002200108 | NOVVISA | TRUST | CC M HARNESS J ADAMS WALMART 20.22 | | H | 10/22/2021 | 11/16/2021 | R | $20.22 |
| | | | | | | | 21-22 | | | | 30906 | $20.22 |
| MILLER | O000 MILLER OFFICE EQUIPMENT | 123782 | 2002200110 | NOVPP | TRUST | Miller Office Equipment - Labor | | H | 10/25/2021 | 10/29/2021 | R | $48.00 |
| | | | | | | | 21-22 | | | | 30736 | $48.00 |
| VISA | 000 VISA | 71 | 2002200111 | NOVVISA | TRUST | CC M HARNESS K SHOEMAKER 102821 | | H | 10/28/2021 | 11/16/2021 | R | $41.97 |
| | | | | | | | 21-22 | | | | 30906 | $41.97 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SHOEMKRI000 | SHOEMAKER, KRISTIE | 1104945932 | 2002200112 | NOVPP | TRUST | Classroom Teacher supplies | H<br>21-22 | | 10/29/2021 | 11/01/2021 | R | 30739 | $42.80<br>$42.80 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123782. | 2002200113 | NOVPP | TRUST | Miller Office Equipment - Parts | H<br>21-22 | | 10/25/2021 | 10/29/2021 | R | 30736 | $493.00<br>$493.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 30910 | 2002200114 | NOVSYNC | TRUST | classroom supplies | H<br>21-22 | | 11/01/2021 | 11/04/2021 | R | 30951 | $44.36<br>$44.36 |
| QUILL CO000 | QUILL CORPORATION | 20623871 | 2002200117 | NOVPP | TRUST | Office Supplies | H<br>21-22 | | 10/29/2021 | 11/12/2021 | R | 30850 | $103.86<br>$103.86 |
| VISA 000 | VISA | 72 | 2002200119 | NOVVISA | TRUST | CC M HARNESS B KUENSTLER WALMART | H<br>21-22 | | 10/31/2021 | 11/16/2021 | R | 30906 | $49.80<br>$49.80 |
| DORIS BR000 | DORIS BROS TROPHIES, INC | 95136 | 2002200122 | NOVPP | TRUST | Basketball Tournament - Trophies | H<br>21-22 | | 10/25/2021 | 11/05/2021 | R | 30781 | $32.45<br>$32.45 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 17271 | 2002200123 | NOVSYNC | TRUST | 6th grade Science | H<br>21-22 | | 11/06/2021 | 11/09/2021 | R | 30951 | $51.15<br>$51.15 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 85139 | 2002200123 | NOVSYNC | TRUST | 6th grade Science | H<br>21-22 | | 11/05/2021 | 11/09/2021 | R | 30951 | $6.38<br>$6.38 |
| SKEETER 000 | SKEETER KELL SPORTING | 111921 | 2002200124 | NOVPP | TRUST | Basketball & Volleyball Official Balls | H<br>21-22 | | 10/19/2021 | 11/05/2021 | R | 30788 | $250.00<br>$250.00 |
| SKEETER 000 | SKEETER KELL SPORTING | 111458 | 2002200125 | NOVPP | TRUST | Scorebooks & Balls | H<br>21-22 | | 10/07/2021 | 11/05/2021 | R | 30788 | $372.00<br>$372.00 |
| SKEETER 000 | SKEETER KELL SPORTING | 111456 | 2002200127 | NOVPP | TRUST | Pullovers & Polos | H<br>21-22 | | 10/07/2021 | 11/09/2021 | R | 30855 | $338.50<br>$338.50 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SKEETER 000 | SKEETER KELL SPORTING | K11424 | 2002200128 | NOVPP | TRUST | Pullovers & Polos | H<br>21-22 | | 10/07/2021<br>30855 | 11/09/2021 | R | $112.50<br>$112.50 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123847 | 2002200131 | NOVPP | TRUST | Miller Office Equipment | H<br>21-22 | | 11/10/2021<br>30844 | 11/15/2021 | R | $42.00<br>$42.00 |
| VISA 000 | VISA | 86 | 2002200132 | NOVVISA | TRUST | CC D HOUCHIN J TYLER TEACHER PAY | H<br>21-22 | | 10/25/2021<br>30906 | 11/17/2021 | R | $8.99<br>$8.99 |
| THE MUSI000 | THE MUSIC SHOPPE, INC | 3146185 | 2002200133 | NOVPP | TRUST | Clarinet repair | H<br>21-22 | | 10/27/2021<br>30895 | 11/16/2021 | R | $251.48<br>$251.48 |
| THE MUSI000 | THE MUSIC SHOPPE, INC | 3156174 | 2002200134 | NOVPP | TRUST | clarinet case | H<br>21-22 | | 10/27/2021<br>30895 | 11/16/2021 | R | $50.00<br>$50.00 |
| THE MUSI000 | THE MUSIC SHOPPE, INC | 3156919 | 2002200135 | NOVPP | TRUST | Misc flute supplies | H<br>21-22 | | 10/29/2021<br>30895 | 11/16/2021 | R | $125.81<br>$125.81 |
| PRINTFOR000 | PRINTFORCE, INC | 27652 | 2002200136 | NOVPP | TRUST | Name plate for Michelle Klingler | H<br>21-22 | | 11/15/2021<br>30889 | 11/16/2021 | R | $18.89<br>$18.89 |
| THE DEN 000 | THE DEN AT FOX CREEK | 188138 | 3002200002 | NOVPP | TRUST | Golf Balls High School golf team | H<br>21-22 | | 10/31/2021<br>30860 | 11/12/2021 | R | $252.00<br>$252.00 |
| EASTBAY 000 | EASTBAY | 1426180 | 3002200003 | NOVPP | TRUST | 12 Wilson GST game balls 100 Alleson mesh practice jerseys 30 UnderArmour Skills Wristcoaches 1 pack of 100 mouthpieces | H<br>21-22 | | 09/27/2021<br>30732 | 10/29/2021 | R | $1,330.00<br>$1,330.00 |
| VISA 000 | VISA | 35 | 3002200004 | NOVVISA | TRUST | CC M STEBER 102721 LEVY-GAINBRIDGE FIELDHOUSE | H | | 10/27/2021 | 11/12/2021 | R | $15.81 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA | 000 VISA | 35 | ******CONTINUED****** | | | | | | | | | | |
| | | | | | | | 21-22 | | | | | 30906 | $15.81 |
| VISA | 000 VISA | 36 | 3002200004 | NOVVISA | TRUST | CC M STEBER LUCAS OIL | | H | 10/29/2021 | 11/12/2021 | R | | $8.00 |
| | | | | | | | 21-22 | | | | | 30906 | $8.00 |
| VISA | 000 VISA | 37 | 3002200004 | NOVVISA | TRUST | CC M STEBER ARBYS | | H | 10/29/2021 | 11/12/2021 | R | | $6.52 |
| | | | | | | | 21-22 | | | | | 30906 | $6.52 |
| VISA | 000 VISA | 38 | 3002200004 | NOVVISA | TRUST | CC M STEBER CHICK FIL A | | H | 10/28/2021 | 11/12/2021 | R | | $11.54 |
| | | | | | | | 21-22 | | | | | 30906 | $11.54 |
| VISA | 000 VISA | 40 | 3002200004 | NOVVISA | TRUST | CC M STEBER SHAPIRO'S | | H | 10/27/2021 | 11/12/2021 | R | | $21.64 |
| | | | | | | | 21-22 | | | | | 30906 | $21.64 |
| VISA | 000 VISA | 50 | 3002200004 | NOVVISA | TRUST | CC R RUSK ARBYS | | H | 10/29/2021 | 11/15/2021 | R | | $8.59 |
| | | | | | | | 21-22 | | | | | 30906 | $8.59 |
| VISA | 000 VISA | 51 | 3002200004 | NOVVISA | TRUST | CC R RUSK CHICK FIL A | | H | 10/28/2021 | 11/15/2021 | R | | $8.82 |
| | | | | | | | 21-22 | | | | | 30906 | $8.82 |
| VISA | 000 VISA | 52 | 3002200004 | NOVVISA | TRUST | CC R RUSK LUCAS OIL | | H | 10/30/2021 | 11/15/2021 | R | | $12.00 |
| | | | | | | | 21-22 | | | | | 30906 | $12.00 |
| VISA | 000 VISA | 53 | 3002200004 | NOVVISA | TRUST | CC R RUSK LEVY - GAINBRIDGE | | H | 10/27/2021 | 11/15/2021 | R | | $14.72 |
| | | | | | | | 21-22 | | | | | 30906 | $14.72 |
| VISA | 000 VISA | 54 | 3002200004 | NOVVISA | TRUST | CC R RUSK LEVY GAINBRIDGE | | H | 10/27/2021 | 11/15/2021 | R | | $15.81 |
| | | | | | | | 21-22 | | | | | 30906 | $15.81 |
| VISA | 000 VISA | 55 | 3002200004 | NOVVISA | TRUST | CC R RUSK INDIANA CONVENTION CENTER | | H | 10/27/2021 | 11/15/2021 | R | | $14.00 |
| | | | | | | | 21-22 | | | | | 30906 | $14.00 |
| VISA | 000 VISA | 56 | 3002200004 | NOVVISA | TRUST | CC R RUSK URICK CONCESSIONS | | H | 10/28/2021 | 11/15/2021 | R | | $8.00 |
| | | | | | | | 21-22 | | | | | 30906 | $8.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA 000 | VISA | 57 | 3002200004 | NOVVISA | TRUST | CC R RUSK HILTON | H<br>21-22 | | 10/27/2021 | 11/15/2021<br>30906 | R | $856.49<br>$856.49 |
| VISA 000 | VISA | 59 | 3002200004 | NOVVISA | TRUST | CC R RUSK JERSEY MIKES | H<br>21-22 | | 10/30/2021 | 11/15/2021<br>30906 | R | $13.75<br>$13.75 |
| VISA 000 | VISA | 60 | 3002200004 | NOVVISA | TRUST | CC R RUSK CULVERS | H<br>21-22 | | 10/06/2021 | 11/15/2021<br>30906 | R | $83.90<br>$83.90 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431111 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 11/01/2021 | 11/04/2021<br>30956 | R | $23.27<br>$23.27 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431325 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 11/02/2021 | 11/04/2021<br>30956 | R | $153.72<br>$153.72 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431377 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 11/03/2021 | 11/04/2021<br>30956 | R | $201.96<br>$201.96 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431415 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 11/03/2021 | 11/04/2021<br>30956 | R | $47.88<br>$47.88 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431964 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 11/08/2021 | 11/08/2021<br>30956 | R | $11.38<br>$11.38 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432940 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 11/16/2021 | 11/22/2021<br>30956 | R | $772.25<br>$772.25 |
| JOHN D H000 | JOHN D HURN & SON, INC | k33880 | 3002200008 | NOVHURN | TRUST | Misc shop supplies | H<br>21-22 | | 12/01/2021 | 12/01/2021<br>30956 | R | $84.89<br>$84.89 |
| GILL FAR000 | GILL FARMS, INC | 8932 | 3002200017 | NOVPP | TRUST | classroom supplies | H<br>21-22 | | 09/16/2021 | 10/29/2021<br>30733 | R | $154.95<br>$154.95 |
| PIXLESUE000 | PIXLEY, SUE | 092921 | 3002200018 | NOVPP | TRUST | classroom supplies | H<br>21-22 | | 09/29/2021 | 11/02/2021<br>30750 | R | $11.35<br>$11.35 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| PIXLESUE000 | PIXLEY, SUE | 102021 | 3002200018 | NOVPP | TRUST | classroom supplies | H<br>21-22 | | 10/20/2021 | 11/02/2021 | R | 30750 | $137.51<br>$137.51 |
| PIXLESUE000 | PIXLEY, SUE | 110121 | 3002200018 | NOVPP | TRUST | WALMART 110121 | H<br>21-22 | | 11/01/2021 | 11/03/2021 | R | 30776 | $164.47<br>$164.47 |
| DEIMENAN000 | DEIMEL, NANCY | 102721 | 3002200022 | NOVPP | TRUST | Materials and supplies to be used all year | H<br>21-22 | | 10/27/2021 | 11/02/2021 | R | 30745 | $25.80<br>$25.80 |
| DEIMENAN000 | DEIMEL, NANCY | 102821 | 3002200022 | NOVPP | TRUST | WALMART | H<br>21-22 | | 10/28/2021 | 11/02/2021 | R | 30745 | $7.46<br>$7.46 |
| VISA 000 | VISA | 6 | 3002200022 | NOVVISA | TRUST | CC A JULIAN WALMART DEIMEL 100421 | H<br>21-22 | | 10/04/2021 | 11/10/2021 | R | 30906 | $47.61<br>$47.61 |
| VISA 000 | VISA | 7 | 3002200022 | NOVVISA | TRUST | CC A JULIAN WALMART DEIMEL 101221 | H<br>21-22 | | 10/12/2021 | 11/10/2021 | R | 30906 | $69.64<br>$69.64 |
| QUILL CO000 | QUILL CORPORATION | 20351599 | 3002200033 | NOVPP | TRUST | Office supplies | H<br>21-22 | | 10/19/2021 | 11/02/2021 | R | 30751 | $111.80<br>$111.80 |
| QUILL CO000 | QUILL CORPORATION | 20758665 | 3002200033 | NOVPP | TRUST | Office supplies | H<br>21-22 | | 11/04/2021 | 11/16/2021 | R | 30890 | $35.40<br>$35.40 |
| QUILL CO000 | QUILL CORPORATION | 20821982 | 3002200033 | NOVPP | TRUST | Office supplies | H<br>21-22 | | 11/08/2021 | 11/16/2021 | R | 30890 | $119.16<br>$119.16 |
| JW PEPPE000 | JW PEPPER & SON, INC | 363626111 | 3002200035 | NOVPP | TRUST | music | H<br>21-22 | | 11/17/2021 | 11/17/2021 | R | 30886 | $32.00<br>$32.00 |
| THE LINC001 | THE LINCOLN ELECTRIC COMPANY | 910563571 | 3002200041 | novpp | TRUST | welding supplies, electrodes, wire, gloves, jackets, etc. | H | | 09/21/2021 | 11/02/2021 | R | | $1,380.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| THE LINC001 | THE LINCOLN ELECTRIC COMPANY | 910563571 | ******CONTINUED****** | | | | | | | | | | |
| | | | | | | | 21-22 | | | | | 30754 | $1,380.00 |
| THE LINC001 | THE LINCOLN ELECTRIC COMPANY | 910563576 | 3002200041 NOVPP | | TRUST | welding supplies, electrodes, wire, gloves, jackets, etc. | | H | 09/21/2021 | 11/02/2021 | R | | $623.67 |
| | | | | | | | 21-22 | | | | | 30754 | $623.67 |
| THE LINC001 | THE LINCOLN ELECTRIC COMPANY | 910568324 | 3002200041 NOVPP | | TRUST | welding supplies, electrodes, wire, gloves, jackets, etc. | | H | 09/22/2021 | 11/02/2021 | R | | $1,020.84 |
| | | | | | | | 21-22 | | | | | 30754 | $1,020.84 |
| THE LINC001 | THE LINCOLN ELECTRIC COMPANY | 910582363 | 3002200041 NOVPP | | TRUST | welding supplies, electrodes, wire, gloves, jackets, etc. | | H | 09/28/2021 | 11/02/2021 | R | | $606.40 |
| | | | | | | | 21-22 | | | | | 30754 | $606.40 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4734539 | 3002200044 NOVJD | | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | | H | 10/26/2021 | 11/05/2021 | R | | $239.94 |
| | | | | | | | 21-22 | | | | | 30953 | $239.94 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4734957 | 3002200044 NOVJD | | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | | H | 10/27/2021 | 12/01/2021 | R | | $3.49 |
| | | | | | | | 21-22 | | | | | 30953 | $3.49 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4737088 | 3002200044 NOVJD | | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | | H | 11/01/2021 | 11/05/2021 | R | | $66.00 |
| | | | | | | | 21-22 | | | | | 30953 | $66.00 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4746524 | 3002200044 NOVJD | | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | | H | 11/21/2021 | 11/30/2021 | R | | $12.38 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4746524 | ******CONTINUED****** | | | | | | | | | | |
| | | | | | | | 21-22 | | | | | 30953 | $12.38 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4746660 | 3002200044 | NOVJD | TRUST | drill bits, grinders, cuttoff wheels, flap discs, paint, etc | | H | 11/22/2021 | 11/30/2021 | R | | $57.18 |
| | | | | | | | 21-22 | | | | | 30953 | $57.18 |
| VISA 000 | VISA | 8 | 3002200046 | NOVVISA | TRUST | CC A JULIAN WALMART BILLINGTON 102021 | | H | 10/20/2021 | 11/10/2021 | R | | $152.99 |
| | | | | | | | 21-22 | | | | | 30906 | $152.99 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123806 | 3002200086 | NOVPP | TRUST | Service on copier/printer in teacher workroom | | H | 10/28/2021 | 11/02/2021 | R | | $38.00 |
| | | | | | | | 21-22 | | | | | 30749 | $38.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123822 | 3002200086 | NOVPP | TRUST | Service on copier/printer in teacher workroom | | H | 11/04/2021 | 11/09/2021 | R | | $44.00 |
| | | | | | | | 21-22 | | | | | 30844 | $44.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123806. | 3002200087 | NOVPP | TRUST | Supplies on copier/printer in teacher workroom | | H | 10/28/2021 | 11/02/2021 | R | | $110.00 |
| | | | | | | | 21-22 | | | | | 30749 | $110.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123822. | 3002200087 | NOVPP | TRUST | Supplies on copier/printer in teacher workroom | | H | 11/04/2021 | 11/09/2021 | R | | $38.00 |
| | | | | | | | 21-22 | | | | | 30844 | $38.00 |
| ITSAVVY 000 | ITSAVVY LLC | 01303646 | 3002200092 | NOVPP | TRUST | CAD laptop computers | | H | 10/25/2021 | 11/05/2021 | R | | $16,740.00 |
| | | | | | | | 21-22 | | | | | 30784 | $16,740.00 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00044357 | 3002200102 | NOVIGA | TRUST | Drinks & food | | H | 10/06/2021 | 11/10/2021 | R | | $84.98 |
| | | | | | | | 21-22 | | | | | 30875 | $84.98 |
| BLICK AR000 | BLICK ART MATERIALS | 7348574 | 3002200105 | NOVPP | TRUST | classroom supplies | | H | 10/28/2021 | 11/04/2021 | R | | $89.05 |
| | | | | | | | 21-22 | | | | | 30767 | $89.05 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| BLICK AR000 | BLICK ART MATERIALS | 7466969 | 3002200105 | novpp | TRUST | classroom supplies | H | | 10/29/2021 | 11/19/2021 | R | $14.01 |
| | | | | | | | 21-22 | | | | 30925 | $14.01 |
| PIXLESUE000 | PIXLEY, SUE | 1 | 3002200110 | NOVPP | TRUST | AMAZON | H | | 11/06/2021 | 11/22/2021 | R | $35.29 |
| | | | | | | | 21-22 | | | | 30931 | $35.29 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 453887964437 | 3002200110 | NOVSYNC | TRUST | Classroom Supplies | H | | 11/24/2021 | 11/30/2021 | R | $34.32 |
| | | | | | | | 21-22 | | | | 30951 | $34.32 |
| VISA 000 | VISA | 3 | 3002200113 | NOVVISA | TRUST | CC A ZUBER WALMART 100621 | H | | 10/06/2021 | 11/10/2021 | R | $102.74 |
| | | | | | | | 21-22 | | | | 30906 | $102.74 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431074 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 11/01/2021 | 11/04/2021 | R | $107.11 |
| | | | | | | | 21-22 | | | | 30956 | $107.11 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431253 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 11/02/2021 | 11/04/2021 | R | $-40.92 |
| | | | | | | | 21-22 | | | | 30956 | $-40.92 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431254 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 11/02/2021 | 11/04/2021 | R | $183.14 |
| | | | | | | | 21-22 | | | | 30956 | $183.14 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431412 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 11/03/2021 | 11/04/2021 | R | $3.68 |
| | | | | | | | 21-22 | | | | 30956 | $3.68 |
| JOHN D H000 | JOHN D HURN & SON, INC | 431979 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 11/08/2021 | 11/08/2021 | R | $144.02 |
| | | | | | | | 21-22 | | | | 30956 | $144.02 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432141 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H | | 11/09/2021 | 11/22/2021 | R | $71.19 |
| | | | | | | | 21-22 | | | | 30956 | $71.19 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| JOHN D H000 | JOHN D HURN & SON, INC | 432293 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H<br>21-22 | | 11/10/2021<br>30956 | 11/22/2021 | R | $23.86<br>$23.86 |
| JOHN D H000 | JOHN D HURN & SON, INC | 432559 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H<br>21-22 | | 11/12/2021<br>30956 | 11/22/2021 | R | $33.70<br>$33.70 |
| JOHN D H000 | JOHN D HURN & SON, INC | 433086 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H<br>21-22 | | 11/17/2021<br>30956 | 11/22/2021 | R | $47.73<br>$47.73 |
| JOHN D H000 | JOHN D HURN & SON, INC | K30288 | 3002200118 | NOVHURN | TRUST | Construction/Electrical Supplies | H<br>21-22 | | 10/25/2021<br>30956 | 11/04/2021 | R | $45.58<br>$45.58 |
| VISA 000 | VISA | 107 | 3002200122 | NOVVISA | TRUST | CC A ZUBER DOLLAR TREE | H<br>21-22 | | 10/29/2021<br>30906 | 11/19/2021 | R | $12.93<br>$12.93 |
| VISA 000 | VISA | 2 | 3002200129 | NOVVISA | TRUST | CC A ZUBER M POWELL plain rat specimens for dissection | H<br>21-22 | | 10/05/2021<br>30906 | 11/10/2021 | R | $325.26<br>$325.26 |
| PIXLESUE000 | PIXLEY, SUE | 4726347 | 3002200134 | NOVPP | TRUST | RURAL KING 100521 | H<br>21-22 | | 10/05/2021<br>30750 | 11/02/2021 | R | $419.98<br>$419.98 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00177657 | 3002200137 | NOVIGA | TRUST | Supplies for class | H<br>21-22 | | 10/18/2021<br>30875 | 11/04/2021 | R | $44.05<br>$44.05 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00177828 | 3002200137 | NOVIGA | TRUST | Supplies for class | H<br>21-22 | | 10/19/2021<br>30875 | 11/04/2021 | R | $16.66<br>$16.66 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00178168 | 3002200137 | NOVIGA | TRUST | Supplies for class | H<br>21-22 | | 10/21/2021<br>30875 | 11/04/2021 | R | $19.12<br>$19.12 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00180156 | 3002200137 | NOVIGA | TRUST | Supplies for class | H<br>21-22 | | 10/29/2021<br> | 11/04/2021<br>30875 | R | $7.67<br>$7.67 |
| VISA 000 | VISA | 5 | 3002200139 | NOVVISA | TRUST | CC A ZUBER WALMART PAMPE MATH 100921 | H<br>21-22 | | 10/09/2021<br> | 11/10/2021<br>30906 | R | $70.21<br>$70.21 |
| BERRYNAT001 | BERRY, NATALIE | 1 | 3002200142 | NOVPP | TRUST | purchase of supplies for library displays | H<br>21-22 | | 10/08/2021<br> | 11/01/2021<br>30731 | R | $24.24<br>$24.24 |
| VISA 000 | VISA | 25 | 3002200145 | NOVVISA | TRUST | CC A JULIAN C PUCKETT BIO CORP | H<br>21-22 | | 10/19/2021<br> | 11/12/2021<br>30906 | R | $159.71<br>$159.71 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 69064 | 3002200146 | NOVSYNC | TRUST | purchase of supplies/materials for library selection | H<br>21-22 | | 10/29/2021<br> | 11/04/2021<br>30951 | R | $72.49<br>$72.49 |
| VISA 000 | VISA | 4 | 3002200148 | NOVVISA | TRUST | CC A ZUBER SCIENCE WALMART 101121 | H<br>21-22 | | 10/11/2021<br> | 11/10/2021<br>30906 | R | $176.53<br>$176.53 |
| SCHOOL S000 | SCHOOL SPECIALTY LLC | 208128904437 | 3002200149 | NOVPP | TRUST | Rubbermaid Utility Cart, Beige, 26 x 44 x 33 Inches, 500 Pounds For popcorn machine | H<br>21-22 | | 09/21/2021<br> | 11/02/2021<br>30753 | R | $563.21<br>$563.21 |
| VISA 000 | VISA | 79 | 3002200151 | NOVVISA | TRUST | CC R ROARK BEST BUY ERFAE is paying $475.00 The rest out of Math budget $324.99 | H<br>21-22 | | 10/13/2021<br> | 11/16/2021<br>30906 | R | $899.98<br>$899.98 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 43780 | 3002200152 | NOVSYNC | TRUST | Custodian Supplies | H<br>21-22 | | 10/27/2021 | 11/22/2021 | R<br>30951 | $196.87<br>$196.87 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 44792 | 3002200152 | NOVSYNC | TRUST | Custodian Supplies | H<br>21-22 | | 11/12/2021 | 11/22/2021 | R<br>30951 | $69.94<br>$69.94 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 10663 | 3002200153 | NOVSYNC | TRUST | purchase of materials for library collections | H<br>21-22 | | 11/01/2021 | 11/05/2021 | R<br>30951 | $30.14<br>$30.14 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 33727 | 3002200153 | NOVSYNC | TRUST | purchase of materials for library collections | H<br>21-22 | | 11/01/2021 | 11/05/2021 | R<br>30951 | $46.00<br>$46.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 91678 | 3002200153 | NOVSYNC | TRUST | purchase of materials for library collections | H<br>21-22 | | 11/01/2021 | 11/05/2021 | R<br>30951 | $108.96<br>$108.96 |
| VISA 000 | VISA | 1 | 3002200154 | NOVVISA | TRUST | CC A ZUBER P WEST FOOD CERT | H<br>21-22 | | 10/29/2021 | 11/10/2021 | R<br>30906 | $195.00<br>$195.00 |
| VISA 000 | VISA | 84 | 3002200155 | NOVVISA | TRUST | CC C LECRONE L BILLINGTON HEAT TRANSFER WAREHOUSE | H<br>21-22 | | 10/29/2021 | 11/17/2021 | R<br>30906 | $823.75<br>$823.75 |
| CROSS HA000 | CROSS HARNESS SUPPLY | 79810 | 3002200156 | NOVPP | TRUST | Shirts for concerts | H<br>21-22 | | 10/22/2021 | 11/04/2021 | R<br>30769 | $280.00<br>$280.00 |
| BILLILIS000 | BILLINGTON, LISA | 149365 | 3002200158 | NOVPP | TRUST | Reimburse for Daylight Donuts | H<br>21-22 | | 10/21/2021 | 11/01/2021 | R<br>30741 | $38.38<br>$38.38 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 37585 | 3002200160 | NOVSYNC | TRUST | purchase for library collections | H<br>21-22 | | 11/10/2021 | 11/22/2021 | R<br>30951 | $141.04<br>$141.04 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 96395 | 3002200161 | NOVSYNC | TRUST | woodshop supplies | H<br>21-22 | | 11/10/2021 | 11/22/2021<br>30951 | R | $194.88<br>$194.88 |
| WALL CHE000 | WALL, CHERYL | 1 | 3002200162 | NOVPP | TRUST | Illinois Department of Public Health: School Health Days 2021 Virtual Conference Jill Ginder will be a sub for me this day, Wednesday, November 10, 2021. | H<br>21-22 | | 11/04/2021 | 11/12/2021<br>30863 | R | $35.00<br>$35.00 |
| MARRITHE000 | MARRIOTT, THERESA | 1 | 3002200163 | NOVPP | TRUST | Class supplies | H<br>21-22 | | 10/27/2021 | 11/12/2021<br>30841 | R | $27.71<br>$27.71 |
| VISA 000 | VISA | 24 | 3002200164 | NOVVISA | TRUST | Popcorn machine for concessions | H<br>21-22 | | 10/19/2021 | 11/12/2021<br>30906 | R | $1,221.00<br>$1,221.00 |
| VISA 000 | VISA | 49 | 3002200165 | NOVVISA | TRUST | CC A ZUBER HOUZZ SHELF FOR MR JULIAN | H<br>21-22 | | 10/01/2021 | 11/15/2021<br>30906 | R | $112.41<br>$112.41 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123855 | 3002200166 | NOVPP | TRUST | Toner & supplies | H<br>21-22 | | 11/09/2021 | 11/23/2021<br>30935 | R | $196.00<br>$196.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 123919 | 3002200166 | NOVPP | TRUST | Toner & supplies | H<br>21-22 | | 11/16/2021 | 11/23/2021<br>30935 | R | $190.00<br>$190.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 557744397878 | 3002200167 | NOVSYNC | TRUST | File Cabinet for K.Rodgers | H<br>21-22 | | 11/23/2021 | 11/30/2021<br>30951 | R | $218.99<br>$218.99 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 448349866899 | 3002200169 | NOVSYNC | TRUST | Vacuum for custodians | H<br>21-22 | | 11/23/2021 | 11/30/2021<br>30951 | R | $401.99<br>$401.99 |
| SECRETAR000 | SECRETARY OF STATE | 1 | 3002200171 | NOVPP | TRUST | Driver Education stickers for all 3 license plates | H | | 11/23/2021 | 11/23/2021 | R | $30.00 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK | DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION | LQ | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SECRETAR000 | SECRETARY OF STATE | 1 | ******CONTINUED****** | | | | | | | | | | |
| | | | | | | | 21-22 | | | | | 30938 | $30.00 |
| SCHOOL S000 | SCHOOL SPECIALTY LLC | 208129035471 | 3002200173 | NOVPP | TRUST | Lesson plan books that were on backorder | | H | 11/15/2021 | 11/23/2021 | R | | $102.60 |
| | | | | | | | 21-22 | | | | | 30937 | $102.60 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00078469 | 4002200005 | NOVIGA | TRUST | Food/Supplies FY22: IGA (Houchens) | | H | 10/04/2021 | 11/04/2021 | R | | $10.08 |
| | | | | | | | 21-22 | | | | | 30875 | $10.08 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00078742 | 4002200005 | NOVIGA | TRUST | Food/Supplies FY22: IGA (Houchens) | | H | 10/06/2021 | 11/04/2021 | R | | $2.00 |
| | | | | | | | 21-22 | | | | | 30875 | $2.00 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00078749 | 4002200005 | NOVIGA | TRUST | Food/Supplies FY22: IGA (Houchens) | | H | 10/06/2021 | 11/04/2021 | R | | $8.97 |
| | | | | | | | 21-22 | | | | | 30875 | $8.97 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00173050 | 4002200005 | NOVIGA | TRUST | Food/Supplies FY22: IGA (Houchens) | | H | 09/30/2021 | 11/08/2021 | R | | $15.64 |
| | | | | | | | 21-22 | | | | | 30875 | $15.64 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00174126 | 4002200005 | NOVIGA | TRUST | Food/Supplies FY22: IGA (Houchens) | | H | 10/04/2021 | 11/04/2021 | R | | $14.52 |
| | | | | | | | 21-22 | | | | | 30875 | $14.52 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00174946 | 4002200005 | NOVIGA | TRUST | Food/Supplies FY22: IGA (Houchens) | | H | 10/07/2021 | 11/04/2021 | R | | $11.88 |
| | | | | | | | 21-22 | | | | | 30875 | $11.88 |
| VISA 000 | VISA | 75 | 4002200009 | NOVVISA | TRUST | CC J MCFARLAND WALMART 101521 | | H | 10/15/2021 | 11/16/2021 | R | | $23.62 |
| | | | | | | | 21-22 | | | | | 30906 | $23.62 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| VISA 000 | VISA | 76 | 4002200009 | NOVVISA | TRUST | CC J MCFARLAND WALMART 102021 | 21-22 | H | 10/20/2021 | 11/16/2021 | R | 30906 | $55.66 / $55.66 |
| VISA 000 | VISA | 77 | 4002200009 | NOVVISA | TRUST | CC J MCFARLAND WALMART 100421 | 21-22 | H | 10/04/2021 | 11/16/2021 | R | 30906 | $112.72 / $112.72 |
| VISA 000 | VISA | 78 | 4002200009 | NOVVISA | TRUST | CC J MCFARLAND WALMART 101821 | 21-22 | H | 10/18/2021 | 11/16/2021 | R | 30906 | $90.00 / $90.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 38488 | 4002200012 | NOVSYNC | TRUST | SY21-22 Bags for HS Breakfast and Food Storage | 21-22 | H | 11/03/2021 | 11/09/2021 | R | 30951 | $223.60 / $223.60 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 94605 | 4002200012 | NOVSYNC | TRUST | SY21-22 Bags for HS Breakfast and Food Storage | 21-22 | H | 11/03/2021 | 11/05/2021 | R | 30951 | $50.73 / $50.73 |
| IVY'S CO000 | IVY'S COTTAGE, LLC | 092121 | 4002200014 | NOVPP | TRUST | SY21-22: Ivys Cottage for Retirements | 21-22 | H | 11/01/2021 | 11/04/2021 | R | 30772 | $72.00 / $72.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 28095 | 4002200015 | NOVSYNC | TRUST | SY21-22: Amazon Dish Detergent | 21-22 | H | 11/15/2021 | 11/30/2021 | R | 30951 | $199.99 / $199.99 |
| EDUCATIO001 | EDUCATIONAL DESIGN, LLC | 32445 | 5002200039 | NOVPP | TRUST | Online Conferring Notebook RCMS | 21-22 | H | 10/13/2021 | 11/01/2021 | R | 30746 | $68.00 / $68.00 |
| VISA 000 | VISA | 46 | 5002200043 | NOVVISA | TRUST | CC M HAHN TEACHER PAY TEACHER | 21-22 | H | 10/28/2021 | 11/15/2021 | R | 30906 | $46.90 / $46.90 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 12015 | 5002200044 | NOVSYNC | TRUST | Professional Learning Materials | H | | 10/29/2021 | 11/08/2021 | R | $93.71 |
| | | | | | | | 21-22 | | | 30951 | | $93.71 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 37032 | 5002200044 | NOVSYNC | TRUST | Professional Learning Materials | H | | 11/06/2021 | 11/22/2021 | R | $89.61 |
| | | | | | | | 21-22 | | | 30951 | | $89.61 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 954487873836 | 5002200044 | NOVSYNC | TRUST | Professional Learning Materials | H | | 11/23/2021 | 11/30/2021 | R | $35.00 |
| | | | | | | | 21-22 | | | 30951 | | $35.00 |
| VISA 000 | VISA | 48 | 5002200045 | NOVVISA | TRUST | CC M HAHN TEACHERS PAY TEACHERS | H | | 10/29/2021 | 11/15/2021 | R | $7.00 |
| | | | | | | | 21-22 | | | 30906 | | $7.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 25461 | 5002200046 | NOVSYNC | TRUST | Professional Learning Materials | H | | 11/03/2021 | 11/22/2021 | R | $29.04 |
| | | | | | | | 21-22 | | | 30951 | | $29.04 |
| LITERACY000 | LITERACY RESOURCES INC | 173050 | 5002200047 | NOVPP | TRUST | Kindergarten Heggerty Online Phonics | H | | 11/05/2021 | 11/05/2021 | R | $39.99 |
| | | | | | | | 21-22 | | | 30785 | | $39.99 |
| FIRST ED000 | FIRST EDUCATIONAL RESOURCES, LLC | 8533 | 5002200048 | NOVPP | TRUST | Standards Based Grading Webinar Series | H | | 11/02/2021 | 11/08/2021 | R | $495.00 |
| | | | | | | | 21-22 | | | 30782 | | $495.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 59595 | 5002200049 | NOVSYNC | TRUST | Traveling Carts for Teacher Assistants | H | | 11/11/2021 | 11/19/2021 | R | $725.10 |
| | | | | | | | 21-22 | | | 30951 | | $725.10 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 02570 | 5002200050 | NOVSYNC | TRUST | Tier 2 & Tier 3 Behavior Intervention Tools | H | | 11/10/2021 | 11/22/2021 | R | $113.52 |
| | | | | | | | 21-22 | | | 30951 | | $113.52 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 50897 | 5002200053 | NOVSYNC | TRUST | Classroom Library Books | H<br>21-22 | | 11/15/2021 | 11/19/2021 | R | 30951 | $62.84<br>$62.84 |
| VISA 000 | VISA | 64 | 5002200054 | NOVVISA | TRUST | CC N MAYS M HAHN GRASSROOTS | H<br>21-22 | | 10/15/2021 | 11/16/2021 | R | 30906 | $195.00<br>$195.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 49903 | 5002200055 | NOVSYNC | TRUST | Trampoline for MTSS Behavior Intervention/Zones of Regulation | H<br>21-22 | | 11/16/2021 | 11/23/2021 | R | 30951 | $69.99<br>$69.99 |
| VISA 000 | VISA | 90 | 5002200056 | NOVVISA | TRUST | CC M HAHN B HENDRICKSON | H<br>21-22 | | 10/12/2021 | 11/17/2021 | R | 30906 | $189.12<br>$189.12 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 03246 | 5002200058 | NOVSYNC | TRUST | SEL Tools/Wobble Stools | H<br>21-22 | | 11/19/2021 | 11/23/2021 | R | 30951 | $493.92<br>$493.92 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 74039 | 5002200059 | NOVSYNC | TRUST | Classroom Library Books / Greenwood/Title I Library | H<br>21-22 | | 11/19/2021 | 11/23/2021 | R | 30951 | $143.97<br>$143.97 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 947594368796 | 5002200064 | NOVSYNC | TRUST | SBG Professional Development Items | H<br>21-22 | | 11/23/2021 | 11/30/2021 | R | 30951 | $23.09<br>$23.09 |
| LAKESHOR000 | LAKESHORE LEARNING MATERIALS | 528475090421 | 5502200029 | NOVPP | TRUST | PI program/student supplies/materials | H<br>21-22 | | 09/04/2021 | 11/01/2021 | R | 30735 | $1,272.73<br>$1,272.73 |
| VISA 000 | VISA | 31 | 5502200034 | NOVVISA | TRUST | CC J TEDFORD WALMART | H<br>21-22 | | 10/22/2021 | 11/12/2021 | R | 30906 | $83.74<br>$83.74 |
| VISA 000 | VISA | 63 | 5502200041 | NOVVISA | TRUST | CC N MAYS WALMART J TEDFORD 101521 | H<br>21-22 | | 10/15/2021 | 11/16/2021 | R | 30906 | $135.44<br>$135.44 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SCHMIDEL000 | SCHMIDT-LENZ, DELREEN | 27 | 5502200044 | NOVPP | TRUST | Prevention Initiative Purchase Service | H | | 09/30/2021 | 11/03/2021 | R | | $364.18 |
| | | | | | | | 21-22 | | | | | 30779 | $364.18 |
| PIZZA FA001 | PIZZA FAST / SUB FAST | 3062 | 5502200046 | NOVPP | TRUST | PI family event supplies | H | | 11/10/2021 | 11/10/2021 | R | | $323.64 |
| | | | | | | | 21-22 | | | | | 30849 | $323.64 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 74417 | 5502200048 | NOVSYNC | TRUST | supplies for B3 resource event | H | | 11/15/2021 | 11/22/2021 | R | | $241.84 |
| | | | | | | | 21-22 | | | | | 30951 | $241.84 |
| BROOKES 000 | BROOKES PUBLISHING CO | 1211409 | 5502200050 | NOVPP | TRUST | PFA screening service | H | | 10/25/2021 | 11/16/2021 | R | | $499.90 |
| | | | | | | | 21-22 | | | | | 30868 | $499.90 |
| VISA 000 | VISA | 104 | 6002200001 | NOVVISA | TRUST | CC M WHITTLER K WELLS ASHA | H | | 10/08/2021 | 11/17/2021 | R | | $225.00 |
| | | | | | | | 21-22 | | | | | 30906 | $225.00 |
| VISA 000 | VISA | 103 | 6002200002 | NOVVISA | TRUST | CC M WHITTLER L TOMLIN ASHA | H | | 10/08/2021 | 11/17/2021 | R | | $253.00 |
| | | | | | | | 21-22 | | | | | 30906 | $253.00 |
| VISA 000 | VISA | 102 | 6002200006 | NOVVISA | TRUST | CC M WHITTLER H TAIT ASHA | H | | 10/08/2021 | 11/17/2021 | R | | $225.00 |
| | | | | | | | 21-22 | | | | | 30906 | $225.00 |
| VISA 000 | VISA | 99 | 6002200007 | NOVVISA | TRUST | CC M WHITTLER NURSE | H | | 10/08/2021 | 11/17/2021 | R | | $178.07 |
| | | | | | | | 21-22 | | | | | 30906 | $178.07 |
| BROWNANG000 | BROWN, ANGEL | 1 | 6002200009 | NOVPP | TRUST | Angel Brown- $100 to purchase scrubs and will turn in receipt for reimbursement. | H | | 10/07/2021 | 11/02/2021 | R | | $100.00 |
| | | | | | | | 21-22 | | | | | 30742 | $100.00 |
| SCHOOL H001 | SCHOOL HEALTH CORP | 3984288-01 | 6002200013 | NOVPP | TRUST | School Heatlh Corporation-- $2500 - To be used by nurses thru year for supplies and to replenish teacher first | H | | 10/29/2021 | 11/01/2021 | R | | $78.30 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SCHOOL H001 | SCHOOL HEALTH CORP | 3984288-01 | ******CONTINUED****** | | | aid boxes. | 21-22 | | | | 30737 | $78.30 |
| PRINTFOR000 | PRINTFORCE, INC | 27593 | 6002200023 | NOVPP | TRUST | Printforce for nurses $500 to use thru 21-22 year as needed. | 21-22 | H | 11/03/2021 | 11/08/2021 | R 30787 | $208.75 $208.75 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 124524 | 6002200035 | NOVPP | TRUST | Office supplies to be purchased as needed | 21-22 | H | 11/10/2021 | 11/22/2021 | R 30930 | $174.90 $174.90 |
| LESSONPI000 | LESSONPIX, INC | 5678 | 6002200058 | NOVPP | TRUST | Lesson Pix for speech | 21-22 | H | 10/08/2021 | 11/03/2021 | R 30773 | $36.00 $36.00 |
| VISA 000 | VISA | 101 | 6002200069 | NOVVISA | TRUST | CC M WHITTLER J YOUNG ASHA | 21-22 | H | 10/08/2021 | 11/17/2021 | R 30906 | $225.00 $225.00 |
| MILLER O000 | MILLER OFFICE EQUIPMENT | 124494 | 6002200070 | NOVPP | TRUST | Sp Ed Cross Cat supplies | 21-22 | H | 11/02/2021 | 11/05/2021 | R 30775 | $78.95 $78.95 |
| CARDMEMB000 | CARDMEMBER SERVICES | 55171 | 6002200073 | NOVCMS | TRUST | CC M WHITTLER THERAPLATFORM | 21-22 | H | 10/07/2021 | 11/22/2021 | R 30907 | $1,872.00 $1,872.00 |
| AMERICAN006 | AMERICAN SPEECH-LANGUAGE | 5127782 | 6002200074 | NOVPP | TRUST | ASHA DUES L RUBENACKER | 21-22 | H | 11/10/2021 | 11/18/2021 | R 30880 | $225.00 $225.00 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00077983 | 7002200036 | NOVIGA | TRUST | 21st CCLC cooking activity supplies | 21-22 | H | 09/29/2021 | 11/09/2021 | R 30875 | $17.38 $17.38 |
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00137219 | 7002200036 | NOVIGA | TRUST | 21st CCLC cooking activity supplies | 21-22 | H | 10/24/2021 | 11/04/2021 | R 30875 | $33.28 $33.28 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| HOUCHENS000 | HOUCHENS NORTH FOODS, LLC | 00153125 | 7002200036 | NOVIGA | TRUST | 21st CCLC cooking activity supplies | H | | 10/14/2021 | 11/09/2021 | R | | $91.40 |
| | | | | | | | 21-22 | | | | | 30875 | $91.40 |
| VISA 000 | VISA | 73 | 7002200037 | NOVVISA | TRUST | CC M HARNESS H OBRIEN WALMART 100821 | H | | 10/08/2021 | 11/16/2021 | R | | $21.14 |
| | | | | | | | 21-22 | | | | | 30906 | $21.14 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 73601 | 7002200039 | NOVSYNC | TRUST | 21st CCLC professional development materials | H | | 10/29/2021 | 11/04/2021 | R | | $61.27 |
| | | | | | | | 21-22 | | | | | 30951 | $61.27 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 72941 | 7002200041 | NOVSYNC | TRUST | 21st SEL supplies | H | | 11/15/2021 | 11/22/2021 | R | | $44.07 |
| | | | | | | | 21-22 | | | | | 30951 | $44.07 |
| AMERICAN018 | AMERICAN BUS AND ACCESSORIES | 231967 | 8002200003 | NOVAB | TRUST | Supplies for the School Year 2021-2022 | H | | 10/21/2021 | 11/03/2021 | R | | $387.72 |
| | | | | | | | 21-22 | | | | | 30757 | $387.72 |
| AMERICAN018 | AMERICAN BUS AND ACCESSORIES | 232094 | 8002200003 | NOVAB | TRUST | Supplies for the School Year 2021-2022 | H | | 10/27/2021 | 11/03/2021 | R | | $118.92 |
| | | | | | | | 21-22 | | | | | 30757 | $118.92 |
| CARLE 000 | CARLE | 2828704 | 8002200006 | NOVPP | TRUST | JANET KUHLIG | H | | 11/11/2021 | 11/30/2021 | R | | $18.39 |
| | | | | | | | 21-22 | | | | | 30941 | $18.39 |
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN517784 | 8002200007 | NOVCSB | TRUST | Supplies for the School Year 2021-2022 | H | | 10/11/2021 | 11/03/2021 | R | | $1,365.70 |
| | | | | | | | 21-22 | | | | | 30756 | $1,365.70 |
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN517787 | 8002200007 | NOVCSB | TRUST | Supplies for the School Year 2021-2022 | H | | 10/11/2021 | 11/03/2021 | R | | $664.85 |
| | | | | | | | 21-22 | | | | | 30756 | $664.85 |
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN518117 | 8002200007 | NOVCSB | TRUST | Supplies for the School Year 2021-2022 | H | | 10/13/2021 | 11/03/2021 | R | | $201.60 |

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|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN518117 | ******CONTINUED****** | | | | | | | | | |
| | | | | | | | 21-22 | | | 30756 | | $201.60 |
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN518915 | 8002200007 | NOVCSB | TRUST | Supplies for the School Year 2021-2022 | | H | 10/21/2021 | 11/03/2021 | R | $631.15 |
| | | | | | | | 21-22 | | | 30756 | | $631.15 |
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN519358 | 8002200007 | NOVCSB | TRUST | Supplies for the School Year 2021-2022 | | H | 10/26/2021 | 11/03/2021 | R | $789.85 |
| | | | | | | | 21-22 | | | 30756 | | $789.85 |
| CENTRAL 003 | CENTRAL STATES BUS SALES | IN519734 | 8002200007 | NOVCSB | TRUST | Supplies for the School Year 2021-2022 | | H | 10/28/2021 | 11/03/2021 | R | $1,152.28 |
| | | | | | | | 21-22 | | | 30756 | | $1,152.28 |
| CUMMINS 001 | CUMMINS CSSNA - US | R5-32396 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | | H | 03/01/2021 | 11/18/2021 | R | $691.99 |
| | | | | | | | 21-22 | | | 30878 | | $691.99 |
| CUMMINS 001 | CUMMINS CSSNA - US | R5-32930 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | | H | 03/26/2021 | 11/18/2021 | R | $1,203.74 |
| | | | | | | | 21-22 | | | 30878 | | $1,203.74 |
| CUMMINS 001 | CUMMINS CSSNA - US | R5-33541 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | | H | 04/15/2021 | 11/18/2021 | R | $1,033.55 |
| | | | | | | | 21-22 | | | 30878 | | $1,033.55 |
| CUMMINS 001 | CUMMINS CSSNA - US | R5-39572 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | | H | 09/17/2021 | 11/18/2021 | R | $341.62 |
| | | | | | | | 21-22 | | | 30878 | | $341.62 |
| CUMMINS 001 | CUMMINS CSSNA - US | R5-39714 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | | H | 09/22/2021 | 11/18/2021 | R | $500.04 |
| | | | | | | | 21-22 | | | 30878 | | $500.04 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CUMMINS 001 | CUMMINS CSSNA - US | R5-40859 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | H | | 10/25/2021 | 11/18/2021 | R | $1,666.78 |
| | | | | | | | 21-22 | | | | 30878 | $1,666.78 |
| CUMMINS 001 | CUMMINS CSSNA - US | S1-33300 | 8002200009 | NOVCSS | TRUST | Labor & supplies for the School Year 2021-2022 | H | | 10/26/2021 | 11/18/2021 | R | $720.00 |
| | | | | | | | 21-22 | | | | 30878 | $720.00 |
| FEHRENBA001 | FEHRENBACHER OIL CO, INC | 111021 | 8002200012 | NOVPP | TRUST | Inspections (2) | H | | 11/10/2021 | 11/18/2021 | R | $104.00 |
| | | | | | | | 21-22 | | | | 30881 | $104.00 |
| FISHER A000 | FISHER AUTO PARTS | 11012021 | 8002200014 | NOVPP | TRUST | 213039, 213135, 213136, 213137, 213144, 213191, 213192 | H | | 11/05/2021 | 11/05/2021 | R | $246.53 |
| | | | | | | | 21-22 | | | | 30783 | $246.53 |
| HINCKLEY001 | HINCKLEY SPRINGS | 16201054 103121 | 8002200016 | NOVPP | TRUST | Supplies for the School Year 2021-2022 | H | | 10/31/2021 | 11/03/2021 | R | $38.88 |
| | | | | | | | 21-22 | | | | 30771 | $38.88 |
| HINCKLEY001 | HINCKLEY SPRINGS | T213163073015 | 8002200016 | NOVPP | TRUST | Supplies for the School Year 2021-2022 | H | | 11/28/2021 | 11/30/2021 | R | $19.44 |
| | | | | | | | 21-22 | | | | 30942 | $19.44 |
| MARATHON002 | MARATHON TIRE SERV, INC | 102139571 | 8002200025 | NOVPP | TRUST | Labor & supplies for the School Year 2021-2022 FOR BUSES | H | | 10/26/2021 | 11/03/2021 | R | $43.00 |
| | | | | | | | 21-22 | | | | 30774 | $43.00 |
| O'REILLY001 | O'REILLY AUTO PARTS | 10312021 | 8002200028 | NOVPP | TRUST | 1411-479366, 1411-478211, 1411-478607 | H | | 11/05/2021 | 11/05/2021 | R | $50.12 |
| | | | | | | | 21-22 | | | | 30786 | $50.12 |
| ROE 12 -000 | ROE 12 - LOUISVILLE | 102721 | 8002200030 | NOVPP | TRUST | Refresher & initial bus driver course training for the School Year 2021-2022 | H | | 10/27/2021 | 11/03/2021 | R | $24.29 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH | BANK / DISC AMT | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C / CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ROE 12 -000 | ROE 12 - LOUISVILLE | 102721 | ******CONTINUED****** | | | | | | | | | |
| | | | | | | | 21-22 | | | | 30778 | $24.29 |
| JOHN DEE000 | JOHN DEERE FINANCIAL | 4745320 | 8002200031 | NOVJD | TRUST | Supplies for the School Year 2021-2022 | | H | 11/19/2021 | 11/30/2021 | R | $22.74 |
| | | | | | | | 21-22 | | | | 30953 | $22.74 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012392 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/05/2021 | 11/03/2021 | R | $2,694.14 |
| | | | | | | | 21-22 | | | | 30755 | $2,694.14 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012393 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/05/2021 | 11/03/2021 | R | $2,080.47 |
| | | | | | | | 21-22 | | | | 30755 | $2,080.47 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012590 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/19/2021 | 11/03/2021 | R | $4,127.71 |
| | | | | | | | 21-22 | | | | 30755 | $4,127.71 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012591 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/19/2021 | 11/03/2021 | R | $868.39 |
| | | | | | | | 21-22 | | | | 30755 | $868.39 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012612 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/20/2021 | 11/03/2021 | R | $1,265.15 |
| | | | | | | | 21-22 | | | | 30755 | $1,265.15 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012685 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/26/2021 | 11/03/2021 | R | $858.27 |
| | | | | | | | 21-22 | | | | 30755 | $858.27 |
| WABASH V002 | WABASH VALLEY SERVICE CO | 313012686 | 8002200036 | NOVWVS | TRUST | Fuel for the School Year 2021-2022 | | H | 10/26/2021 | 11/03/2021 | R | $2,018.01 |
| | | | | | | | 21-22 | | | | 30755 | $2,018.01 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE | C | CHECK NBR | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AUTO WHE000 | AUTO WHEEL AND RIM SERVICE CO, INC | OCTOBER | 8002200040 | NOVPP | TRUST | Supplies for the School Year 2021-2022 | H | | 11/01/2021 | 11/03/2021 | R | | $598.62 |
| | | | | | | | 21-22 | | | | | 30766 | $598.62 |
| WURTH US000 | WURTH USA INC | 97194922 | 8002200042 | NOVPP | TRUST | Supplies for the school year 2021-2022 | H | | 11/16/2021 | 11/22/2021 | R | | $90.51 |
| | | | | | | | 21-22 | | | | | 30932 | $90.51 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 17924 | 8002200052 | NOVSYNC | TRUST | Supplies for the school year 2021-2022 | H | | 11/10/2021 | 11/22/2021 | R | | $52.47 |
| | | | | | | | 21-22 | | | | | 30951 | $52.47 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 24126 | 8002200052 | NOVSYNC | TRUST | Supplies for the school year 2021-2022 | H | | 11/10/2021 | 11/22/2021 | R | | $24.10 |
| | | | | | | | 21-22 | | | | | 30951 | $24.10 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 33020 | 8002200052 | NOVSYNC | TRUST | Supplies for the school year 2021-2022 | H | | 11/10/2021 | 11/22/2021 | R | | $30.28 |
| | | | | | | | 21-22 | | | | | 30951 | $30.28 |
| A-1 QUAL001 | A-1 QUALITY GLASS CO INC | 95161 | 8002200053 | NOVPP | TRUST | Supplies & Labor for the school year for vehicles | H | | 11/11/2021 | 11/17/2021 | R | | $228.00 |
| | | | | | | | 21-22 | | | | | 30879 | $228.00 |
| AFPLANSE000 | AFPLANSERV | 21013179884 | 9002200006 | NOVPP | TRUST | PLAN FEE BILLING | H | | 02/25/2021 | 11/23/2021 | R | | $65.00 |
| | | | | | | | 21-22 | | | | | 30924 | $65.00 |
| AFPLANSE000 | AFPLANSERV | 21093079884 | 9002200006 | NOVPP | TRUST | PLAN FEE BILLING | H | | 10/13/2021 | 11/23/2021 | R | | $63.00 |
| | | | | | | | 21-22 | | | | | 30924 | $63.00 |
| AMEREN I000 | AMEREN ILLINOIS | NOVEMBER | 9002200008 | NOVPP | TRUST | ELECTRIC CHARGES - OCTOBER 2021 | H | | 11/02/2021 | 11/12/2021 | R | | $10,694.82 |
| | | | | | | | 21-22 | | | | | 30826 | $10,694.82 |
| DEARBORN000 | DEARBORN LIFE INSURANCE CO | F19284702S-1 | 9002200011 | NOVPP | TRUST | LIFE INSURANCE | H | | 11/12/2021 | 11/22/2021 | R | | $2,586.25 |
| | | | | | | | 21-22 | | | | | 30927 | $2,586.25 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CITY OF 002 | CITY OF OLNEY | 102021 | 9002200022 | NOVPP | TRUST | WATER BILL | H<br>21-22 | | 11/04/2021 | 11/22/2021<br>30926 | R | $3,454.23<br>$3,454.23 |
| CLEARWAV000 | CLEARWAVE COMMUNICATIONS | 110121 | 9002200023 | NOVPP | TRUST | MONTHLY SERVICE FEE FOR INTERNET ACCESS FIBER | H<br>21-22 | | 11/01/2021 | 11/02/2021<br>30744 | R | $1,497.38<br>$1,497.38 |
| CONSTELL000 | CONSTELLATION NEWENERGY, INC | 10292021 | 9002200025 | NOVPP | TRUST | HS ELECTRIC | H<br>21-22 | | 11/04/2021 | 11/12/2021<br>30831 | R | $5,635.65<br>$5,635.65 |
| IL GAS C000 | IL GAS COMPANY | OCTOBER2021 | 9002200050 | NOVPP | TRUST | GAS BILL | H<br>21-22 | | 10/31/2021 | 11/12/2021<br>30840 | R | $3,806.86<br>$3,806.86 |
| NORRIS E000 | NORRIS ELECTRIC CO-OP | 10262021 | 9002200075 | NOVPP | TRUST | ELECTRIC - ES | H<br>21-22 | | 11/03/2021 | 11/08/2021<br>30846 | R | $13,320.87<br>$13,320.87 |
| REPUBLIC000 | REPUBLIC SERVICES, INC | 0694-002835574 | 9002200086 | NOVPP | TRUST | TRASH SERVICES | H<br>21-22 | | 11/20/2021 | 11/24/2021<br>30944 | R | $3,710.75<br>$3,710.75 |
| REVTRAK,000 | REVTRAK, INC | 1 | 9002200087 | NOVPP | TRUST | FEES | H<br>21-22 | | 10/31/2021 | 11/05/2021<br>202100112 | W | $161.26<br>$161.26 |
| RICHLAND010 | RICHLAND CO TB & PUBLIC HEALTH | ATKINS2 | 9002200088 | NOVPP | TRUST | HEPATITIS B VACCINE | H<br>21-22 | | 11/22/2021 | 11/23/2021<br>30936 | R | $65.00<br>$65.00 |
| VERIZONW000 | VERIZONWIRELESS | 9892899429 | 9002200112 | NOVPP | TRUST | CELL PHONE CHARGES | H<br>21-22 | | 11/15/2021 | 11/30/2021<br>30945 | R | $1,111.80<br>$1,111.80 |
| WABASH C003 | WABASH COMMUNICATIONS | 11012021 | 9002200114 | NOVPP | TRUST | INTERNET SERVICE | H<br>21-22 | | 11/28/2021 | 11/12/2021<br>30862 | R | $610.00<br>$610.00 |
| 4IMPRINT001 | 4IMPRINT INC | 4745320 | 9002200139 | NOVPP | TRUST | American Education Week gifts (blankets) | H<br>21-22 | | 11/15/2021 | 11/30/2021<br>30940 | R | $2,930.70<br>$2,930.70 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 42681 | 9002200142 | NOVSYNC | TRUST | high school water coolers | H<br>21-22 | | 10/28/2021 | 11/04/2021<br>30951 | R | $189.99<br>$189.99 |
| QUILL CO000 | QUILL CORPORATION | 20624216 | 9002200143 | NOVPP | TRUST | SUPPLIES | H<br>21-22 | | 10/29/2021 | 11/12/2021<br>30850 | R | $30.60<br>$30.60 |
| QUILL CO000 | QUILL CORPORATION | 20668302 | 9002200143 | NOVPP | TRUST | SUPPLIES | H<br>21-22 | | 11/02/2021 | 11/12/2021<br>30850 | R | $24.89<br>$24.89 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 15569 | 9002200144 | NOVSYNC | TRUST | H.S.Athletic fields | H<br>21-22 | | 11/10/2021 | 11/22/2021<br>30951 | R | $83.92<br>$83.92 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 80879 | 9002200145 | NOVSYNC | TRUST | middle and elementary schools | H<br>21-22 | | 11/15/2021 | 11/22/2021<br>30951 | R | $133.66<br>$133.66 |
| VISA 000 | VISA | 10 | 9502200065 | NOVVISA | TRUST | CC C EDWARDS WALMART WASHBURN 102021 | H<br>21-22 | | 10/20/2021 | 11/10/2021<br>30906 | R | $98.53<br>$98.53 |
| ITSAVVY 000 | ITSAVVY LLC | 01307680 | 9502200066 | NOVPP | TRUST | Laptops | H<br>21-22 | | 11/10/2021 | 11/16/2021<br>30885 | R | $2,697.00<br>$2,697.00 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 91900 | 9502200069 | NOVSYNC | TRUST | Braided cords for K and 1st | H<br>21-22 | | 10/25/2021 | 11/04/2021<br>30951 | R | $245.28<br>$245.28 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 04378 | 9502200070 | NOVSYNC | TRUST | m.2 sata ssds for laptop | H<br>21-22 | | 10/27/2021 | 11/04/2021<br>30951 | R | $57.42<br>$57.42 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 89682 | 9502200071 | NOVSYNC | TRUST | HDMI Extender/supplies | H<br>21-22 | | 10/30/2021 | 11/04/2021<br>30951 | R | $381.77<br>$381.77 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 75180 | 9502200072 | NOVSYNC | TRUST | Web Cameras | H<br>21-22 | | 10/30/2021 | 11/04/2021<br>30951 | R | $101.97<br>$101.97 |

| VEN-KEY | VENDOR NAME / ACH VOID DOWNLOAD | INVOICE # / DISCOUNT DESCRIPTION | PO NUMBER | BATCH / DISC AMT | BANK | DESCRIPTION / ADJUSTMENT DESCRIPTION | LQ / FY | S | INV DATE / ADJ AMT | DUE DATE / CHECK NBR | C | NET AMOUNT / INVOICE AMOUNT |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CARDMEMB000 | CARDMEMBER SERVICES | 2 | 9502200075 | NOVCMS | TRUST | CC A ZUBER R DENTON Evernote Subscription | H<br>21-22 | | 11/02/2021<br>30907 | 11/15/2021 | R | $69.99<br>$69.99 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 87128 | 9502200077 | NOVSYNC | TRUST | Test Pens for Touchscreen Chromebooks | H<br>21-22 | | 11/15/2021<br>30951 | 11/22/2021 | R | $155.67<br>$155.67 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 76640 | 9502200078 | NOVSYNC | TRUST | Cart for Specials | H<br>21-22 | | 11/16/2021<br>30951 | 11/30/2021 | R | $35.99<br>$35.99 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 60572 | 9502200079 | NOVSYNC | TRUST | Power Cable | H<br>21-22 | | 11/16/2021<br>30951 | 11/23/2021 | R | $55.32<br>$55.32 |
| SYNCHRON000 | SYNCHRONY BANK / AMAZON | 474485476569 | 9502200084 | NOVSYNC | TRUST | HDMI Adapters | H<br>21-22 | | 11/23/2021<br>30951 | 11/30/2021 | R | $57.65<br>$57.65 |

**TOTAL NUMBER OF HISTORY INVOICES:** **475** **$1,951,623.49**

3 ACH CHECK INVOICES $1,693,134.38

471 COMPUTER CHECK INVOICES $258,327.85

1 WIRE TRAN CHECK INVOICES $161.26

**TOTAL INVOICES:** **475** **$1,951,623.49**

| BANK TOTALS: | BANK | BANK ACCOUNT # | INVOICE AMOUNT | NET AMOUNT |
|---|---|---|---|---|
| | TRUST | **A010 1120 0000 00 000000 | $1,951,623.49 | $1,951,623.49 |

**LIQUIDATION STATUS (LQ) CODE LEGEND:**

L = LIQUIDATION PENDING C = CLOSED PO/NOT RECEIVING

P = PARTIAL LIQUIDATION F = FULL LIQUIDATION

BLANK = NO LIQUIDATION

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

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| 31056 | ACKERMAN OIL | 12/17/2021 | Oil for the School Year 2021-2022 | 781.86 | 781.86 |
| 31057 | AMETER, REAGEN LEE | 12/17/2021 | TUTORING 13 HOURS | 156.00 | 156.00 |
| 31058 | APPTEGY | 12/17/2021 | THRILLSHARE | 12,400.00 | 12,400.00 |
| 31059 | AUTO WHEEL AND RIM SE | 12/17/2021 | Supplies for the School Year 2021-2022 | 1,180.44 | 1,180.44 |
| 31060 | BLICK ART MATERIALS | 12/17/2021 | classroom supplies | 16.07 | 16.07 |
| 31061 | BOLDT, SIDNEE ELIZABE | 12/17/2021 | TUTORING 15.75 HOURS | 189.00 | 189.00 |
| 31062 | BROWN, BRAELYNN ELLA | 12/17/2021 | TUTORING 20.5 HOURS | 246.00 | 246.00 |
| 31063 | BUSHUE BACKGROUND SCR | 12/17/2021 | FINGERPRINTING | 324.00 | 334.00 |
| | | | FINGERPRINTING | 10.00 | |
| 31064 | C & T / RICHLAND MOTO | 12/17/2021 | SUPPLIES | 229.00 | 606.03 |
| | | | SUPPLIES | 21.94 | |
| | | | SUPPLIES | 355.09 | |
| 31065 | CARLE CENTER FOR PHIL | 12/17/2021 | BROADBAND PROJECT | 10,000.00 | 10,000.00 |
| 31066 | CHIEF ARCHITECT, | 12/17/2021 | CTEI - Chief Architect Premium X13 | 1,140.00 | 1,140.00 |
| 31067 | CRAIG, RYLAN JARRETT | 12/17/2021 | TUTORING 6.75 HOURS | 81.00 | 81.00 |
| 31068 | CRAWFORD, COURTNEY NI | 12/17/2021 | TUTORING 27.25 HOURS | 327.00 | 327.00 |
| 31069 | DEIMEL, NANCY J | 12/17/2021 | Materials and supplies to be used all year | 12.55 | 12.55 |
| 31070 | DEMCO, INC | 12/17/2021 | RCES Library Supplies - Quote submitted to | 153.15 | 153.15 |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| | | | Neilly. | | |
| 31071 | DOLL'S INC | 12/17/2021 | BACKHOE | 117.50 | 117.50 |
| 31072 | EAGLESON AUTOMOTIVE C | 12/17/2021 | Labor & supplies for the School Year 2021-2022 | 617.07 | 617.07 |
| 31073 | ECOLAB EQUIPMENT CARE | 12/17/2021 | SUPPLIES FOR FY22 | 1,471.98 | 1,672.48 |
| | | | SUPPLIES FOR FY22 | 200.50 | |
| 31074 | ELLISON, NATALIE ELAI | 12/17/2021 | TUTORING 27.25 HOURS | 327.00 | 327.00 |
| 31075 | ENRICHED STITCHES | 12/17/2021 | Medium PE Shorts | 450.00 | 450.00 |
| 31076 | FISHER AUTO PARTS | 12/17/2021 | Supplies for the School Year 2021-2022 | 180.83 | 180.83 |
| 31077 | FLANAGAN, KAITLYN NIC | 12/17/2021 | TUTORING 20.5 HOURS | 246.00 | 246.00 |
| 31078 | FOLLETT SCHOOL SOLUTI | 12/17/2021 | purchase of books for library collection | 267.05 | 358.03 |
| | | | RCES Library Book Order - 7 books | 90.98 | |
| 31079 | GILL FARMS, INC | 12/17/2021 | classroom supplies | 109.75 | 203.05 |
| | | | classroom supplies | 93.30 | |
| 31080 | GRAINGER | 12/17/2021 | FEES | 2,353.49 | 3,148.45 |
| | | | FEES | 89.13 | |
| | | | DOOR CLOSER | 705.83 | |
| 31081 | HAHN, TYLER MARIE | 12/17/2021 | TUTORING 25 HOURS | 300.00 | 300.00 |
| 31082 | HINTERSCHER, DAVID | 12/17/2021 | NOVEMBER MILEAGE | 391.10 | 391.10 |
| 31083 | IAVAT | 12/17/2021 | State CDE Reg. Fees | 48.00 | 48.00 |
| 31084 | IAVAT SECTION 23 | 12/17/2021 | Section 23 Fees | 100.00 | 100.00 |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| 31085 | ITSAVVY LLC | 12/17/2021 | SMART Learning Suite 1yr | 966.00 | 966.00 |
| 31086 | JULIAN, BRENT ANDREW | 12/17/2021 | IPA Membership | 409.00 | 409.00 |
| 31087 | KOCHER, BRITTANIA J | 12/17/2021 | 11/1/2021-11/30/2021 Mileage | 99.12 | 99.12 |
| 31088 | KOCHER, DAWN M | 12/17/2021 | 11/1/2021-11/30/2021 Travel | 103.60 | 103.60 |
| 31089 | KONE CHICAGO | 12/17/2021 | FEES | 1,059.54 | 1,059.54 |
| 31090 | KRAJEC LANDSCAPING | 12/17/2021 | FEES | 660.00 | 660.00 |
| 31091 | MARENEM INC | 12/17/2021 | Secret Story Phonics Materials K-5th | 1,435.50 | 1,435.50 |
| 31092 | MAYS, ALYVIA GRACE | 12/17/2021 | TUTORING 21.75 HOURS | 261.00 | 261.00 |
| 31093 | MCCLURE, DEBORAH L | 12/17/2021 | 8/1/2021-11/30/2021 Mileage and reimbursement | 368.28 | 368.28 |
| 31094 | MCVICKER, MAX CHARLES | 12/17/2021 | TUTORING 6 HRS | 72.00 | 72.00 |
| 31095 | MID-WEST TRUCKERS ASN | 12/17/2021 | Annual renewal fee & drug test for bus drivers for the School Year 2021-2022 | 2,550.00 | 2,550.00 |
| 31096 | MIKE BAKER PAINTING S | 12/17/2021 | WINDOWS PAINT AT BUS BARN AND AWNINGS | 7,000.00 | 11,837.15 |
| | | | CEILING IN THE GYM | 4,837.15 | |
| 31097 | MILLER OFFICE EQUIPME | 12/17/2021 | Labor for Copiers (Workrooms, Color Copiers, Fax Machine) | 48.00 | 832.00 |
| | | | Parts for Copies | 784.00 | |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| | | | (Workrooms, Color Copiers, Fax Machine) | | |
| 31098 | MILLER, TRACY, BRAUN | 12/17/2021 | SERVICES | 787.50 | 787.50 |
| 31099 | MUSIC FILING SOLUTION | 12/17/2021 | Music Filing Cabinet - 3' wide shelving 88 inches high by 12 inches deep. | 555.00 | 555.00 |
| 31100 | O'REILLY AUTO PARTS | 12/17/2021 | Supplies for the School Year 2021-2022 | 167.02 | 167.02 |
| 31101 | PARRENT, RILEY R | 12/17/2021 | TUTORING 5.25 HOURS | 84.00 | 84.00 |
| 31102 | PARRENT, TREVOR JACOB | 12/17/2021 | TUTORING 10.25 HOURS | 164.00 | 164.00 |
| 31103 | PENNINGTON CHEVROLET | 12/17/2021 | Inspections for the school year 2021-2022 | 108.00 | 108.00 |
| 31104 | PIXLEY, SUE BERBERICH | 12/17/2021 | classroom supplies | 138.00 | 138.00 |
| 31105 | PIZZA FAST / SUB FAST | 12/17/2021 | Prevention Initiative purchase service | 62.93 | 62.93 |
| 31106 | PRAIRIE FARMS DAIRY, | 12/17/2021 | 458 ,459 ,462 | 11,370.29 | 11,370.29 |
| 31107 | PRINTFORCE, INC | 12/17/2021 | RCES Printing Needs | 48.16 | 108.75 |
| | | | Printing for the School Year 2021-2022 | 54.48 | |
| | | | Envelopes and passes | 6.11 | |
| 31108 | ROARK, RYAN K | 12/17/2021 | 10/1/2021-10/31/20 | 8.40 | 14.56 |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| | | | 21 October Milage | | |
| | | | 11/1/2021-11/30/20 | 6.16 | |
| | | | 21 November Milage | | |
| 31109 | ROE 11 - CHARLESTON | 12/17/2021 | Initial course for bus drivers | 20.00 | 20.00 |
| 31110 | SCALE FREE | 12/17/2021 | SERVICES | 610.00 | 610.00 |
| 31111 | SCHMIDT, CARA | 12/17/2021 | NOVEMBER MILEAGE | 798.00 | 798.00 |
| 31112 | SCHMIDT-LENZ, DELREEN | 12/17/2021 | Prevention Initiative - Purchased service | 382.93 | 382.93 |
| 31113 | SCHOLASTIC BOOK CLUB | 12/17/2021 | Books for Bright Beginnings families | 895.50 | 1,601.75 |
| | | | Scholastic books for Prevention Initiative | 706.25 | |
| 31114 | SCHOOL SPECIALTY LLC | 12/17/2021 | Classroom Supplies ART | 63.50 | 63.50 |
| 31115 | SIMPSON, MICHELLE L | 12/17/2021 | RCES Library Purchase - Books for story walk, library, and awards. Purchased by Michelle Simpson at Barnes & Noble in Des Peres, MO. | 41.83 | 41.83 |
| 31116 | THINK SOCIAL PUBLISHI | 12/17/2021 | SEL materials for MTSS interventions | 540.86 | 540.86 |
| 31117 | SOUTH EASTERN SPECIAL | 12/17/2021 | MONTHLY | 99,659.75 | 99,659.75 |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| | | | OBLIGATIONS | | |
| 31118 | SPILLMAN, SCOTT | 12/17/2021 | NOVEMBER MILEAGE | 705.60 | 705.60 |
| 31119 | STEVENSON, KAYLEIGH M | 12/17/2021 | TUTORING 12.75 HOURS | 153.00 | 153.00 |
| 31120 | TEACHER SYNERGY, LLC | 12/17/2021 | Lesson Plans & SEL Games | 106.99 | 106.99 |
| 31121 | TEDFORD, PAIGE CHERYL | 12/17/2021 | TUTORING 11.75 HOURS | 188.00 | 188.00 |
| 31122 | TEDFORD, TAYLOR JILL | 12/17/2021 | TUTORING 8.75 HOURS | 105.00 | 105.00 |
| 31123 | THE CENTER: RESOURCES | 12/17/2021 | PFA ELS online assessment service | 1,990.00 | 1,990.00 |
| 31124 | Vendor Continued Void | 12/17/2021 | | | 0.00 |
| 31125 | THE MUSIC SHOPPE, INC | 12/17/2021 | FEES | 11.95 | 4,776.74 |
| | | | Summer repairs not covered by service contract | 135.14 | |
| | | | Summer repairs not covered by service contract | 91.98 | |
| | | | Summer repairs not covered by service contract | 121.00 | |
| | | | Summer repairs not covered by service contract | 93.00 | |
| | | | Summer repairs not covered by service contract | 99.90 | |
| | | | Summer repairs not covered by service contract | 127.22 | |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount | |
|---|---|---|---|---|---|---|
| | | | Summer repairs not covered by service contract | 86.00 | | |
| | | | Summer repairs not covered by service contract | 86.00 | | |
| | | | Instrument service contract fees (repairs) | 2,245.00 | | 300 |
| | | | FEES | 85.80 | | |
| | | | Summer repairs not covered by service contract | 97.00 | | |
| | | | FEES | 325.70 | | |
| | | | FEES | 119.60 | | |
| | | | FEES | 82.70 | | |
| | | | FEES | 243.00 | | |
| | | | FEES | 351.56 | | |
| | | | Repairs over the academic year | 120.90 | | |
| | | | FEES | 13.49 | | |
| | | | FEES | 66.00 | | |
| | | | FEES | 23.90 | | |
| | | | Band Masks | 149.90 | | |
| 31126 | TIGER PAW PRINTS | 12/17/2021 | shirt blanks for recruitment | 265.35 | 265.35 | |
| 31127 | TOMLIN, LINDSEY JAMES | 12/17/2021 | NOVEMBER MILEAGE | 35.28 | 35.28 | |
| 31128 | TYLER, JILLIAN GRACE | 12/17/2021 | TUTORING 1.75 HOURS | 21.00 | 21.00 | |
| 31129 | VAAL, JAY | 12/17/2021 | Classroom supplies | 77.44 | 77.44 | |
| 31130 | WABASH FOOD SERVICE | 12/17/2021 | 54450, 54452,54454 | 46,202.68 | 46,202.68 | |

| Check Number | Vendor Name | Check Date | Invoice Description | Invoice Amount | Check Amount |
|---|---|---|---|---|---|
| 31131 | WEASE EQUIPMENT, INC | 12/17/2021 | Labor & supplies for the School Year 2021-2022 | 8,109.00 | 8,109.00 |
| 31132 | WHITTLER, MADELINE MA | 12/17/2021 | TUTORING 14 HOURS | 168.00 | 168.00 |
| 31133 | WYATT, HEAVEN LEIGH | 12/17/2021 | TUTORING 16.75 HOURS | 201.00 | 201.00 |

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78 Computer Check(s) For a Total of 236,819.55

| | | | | |
|---|---|---|---|---|
| | 0 | Manual | Checks For a Total of | 0.00 |
| | 0 | Wire Transfer | Checks For a Total of | 0.00 |
| | 0 | ACH | Checks For a Total of | 0.00 |
| | 78 | Computer | Checks For a Total of | 236,819.55 |
| Total For | 78 | Manual, Wire Tran, ACH & Computer Checks | | 236,819.55 |
| Less | 0 | Voided | Checks For a Total of | 0.00 |
| | | | Net Amount | 236,819.55 |

# DISTRICT PAYROLL
# RICHLAND COUNTY COMMUNITY UNIT DISTRICT NO. 1
# DEC 16, 2021

The district payroll for the month of Dec 2021, for personnel on regular employment status, is the same as the payroll for the month of Nov 2021.

ADDITIONS:

Hanna Reeves – RCES food service
Tara Milburn – RCHS Custodian

DELETIONS:

Shirley Piton – Bus Driver
Kelli Urfer – RCMS Para

CHANGES:

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| ADAMS, JORDAN | $ 3,573.12 |
| AHMAD, ATALLAH | $ 7,357.83 |
| ALEXANDER, MARGO D | $ 4,782.40 |
| ALLEN, LORI | $ 6,116.98 |
| ANDERSON, ERIN | $ 1,522.52 |
| ANDERSON, JOYCE A | $ 3,677.75 |
| ANDERSON, TENA LIN | $ 1,574.06 |
| ANGLE, DAVID R | $ 4,623.46 |
| ARMSTRONG, BROOKE | $ 1,815.85 |
| ATKINS, RICHARD MILTON | $ 2,962.75 |
| BAKER, HEATHER J | $ 1,574.06 |
| BALDING, DONNA | $ 1,807.12 |
| BALTZELL, BRIAUNA | $ 1,573.26 |
| BARE, GENNIE L | $ 3,288.11 |
| BEARD, ASHLEY ROSE AMBER | $ 157.50 |
| BERGER, CHRISTY | $ 4,752.40 |
| BERRY, LISA L | $ 1,841.38 |
| BERRY, NATALIE | $ 1,624.00 |
| BETTIS, JULIE A | $ 5,661.36 |
| BEYERS, CANDACE L | $ 345.00 |
| BILLINGTON, LISA | $ 6,102.62 |
| BLACKFORD, EMILY A | $ 4,090.38 |
| BLACK, JUSTINE L | $ 3,894.94 |
| BLANK, CYNTHIA M | $ 3,295.54 |
| BLANK, HOLLY H | $ 4,682.40 |
| BOOSE, HEATHER ANDREA | $ 3,971.72 |
| BOOSE, TAMMY | $ 315.00 |
| BORAH, CHRISTINE M | $ 3,662.41 |
| BOWER, SCOTT | $ 465.50 |
| BRANSTETTER, CONNIE F | $ 2,174.59 |
| BRIAN, LARRY P | $ 2,061.18 |
| BRINKLEY, AMANDA KATHLEEN | $ 1,471.76 |
| BRINKLEY, MADILYN KATHLEEN | $ 1,421.00 |
| BROWN, ANGEL L | $ 2,549.08 |
| BROWN, JOSHUA | $ 1,837.50 |
| BROWN, SHERYE | $ 3,047.44 |
| BUNTING, GENA | $ 2,125.08 |
| BURCKHARTT, JASON M | $ 105.00 |
| BURGENER, CHARISSA | $ 5,058.46 |
| BURGENER, MICHELLE L | $ 4,020.36 |
| BURGENER, STEPHEN LEE | $ 120.00 |
| BURGIN, RITA KAYE | $ 1,605.50 |
| BURRIS, MICHELLE CATHERINE | $ 2,935.30 |
| CAST, RODNEY W | $ 1,508.50 |
| CLINE, APRIL G | $ 1,763.02 |
| CLODFELTER, AIMEE MICHELLE | $ 210.00 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| CLODFELTER, JULIE D | $ 5,058.46 |
| COLWELL, HEATHER M | $ 2,150.00 |
| COMBS, ERIC W | $ 5,335.06 |
| CONN, ANNETTE GRACE | $ 1,574.06 |
| COOK, CHEYENNE | $ 422.00 |
| CORNETT, RACHEL LEE | $ 1,421.00 |
| CRACKEL, JANICE E | $ 4,185.51 |
| CRANE, RICKY ALAN | $ 951.32 |
| CUMMINS, BRYAN | $ 6,115.82 |
| CUMMINS, GARY B | $ 1,686.58 |
| DASCH, BREANNA L | $ 2,314.66 |
| DAVIS, LESLIE A | $ 864.50 |
| DAVIS, RITA DIANE | $ 1,575.00 |
| DEHNER, MARCHELE M | $ 1,908.62 |
| DEIMEL, MACI JEAN | $ 1,471.76 |
| DEIMEL, NANCY J | $ 6,249.24 |
| DEMEYER, NANCY L | $ 1,878.08 |
| DENTON, MACKENZIE T | $ 4,151.50 |
| DENTON, RYAN D | $ 4,815.92 |
| DOAN, LONNIE | $ 4,682.61 |
| DOBBS, TRACY L | $ 5,652.24 |
| DOLL, GWYNE M | $ 4,682.40 |
| DORIS, SHAWNA MARIE | $ 1,684.90 |
| DORN, DEANN M | $ 367.50 |
| DUENAS, VERNON ANTHONY | $ 4,940.24 |
| DUNAHEE, BRENDA | $ 2,001.43 |
| DUNN, MARTIN | $ 5,039.70 |
| DUNN, MELISSA A | $ 6,541.20 |
| EAGLESON, DENYSE L | $ 5,765.94 |
| EAGLESON, LYNDA R | $ 1,624.00 |
| EDWARDS, CRYSTLE L | $ 9,202.04 |
| EDWARDS, GRANT A | $ 2,989.66 |
| ELLISON, DEBORAH E | $ 6,384.00 |
| EMMERICH GINDER, JILL | $ 746.25 |
| ERWIN, MELISSA D | $ 5,129.34 |
| FAIRLESS, KAY ANN | $ 1,948.80 |
| FANCHER, JENNIFER | $ 1,836.66 |
| FEHRENBACHER, KATHERINE NICOLE | $ 3,557.20 |
| FEHRENBACHER, KIMBERLY | $ 2,280.00 |
| FENDER, LISA JOYCE | $ 3,917.78 |
| FIELD, BRIDGETT L | $ 1,664.92 |
| FISHER, LYNN BORAH | $ 4,268.62 |
| FITCH, TYLER | $ 105.00 |
| FLANAGAN, KRISTIN D | $ 6,101.24 |
| FLANAGAN, ROBERT W | $ 5,981.60 |
| FLEMING, JULIE L | $ 4,724.12 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| FOERSTER, RACHEL | $ 3,107.42 |
| FORD, JOYCE E | $ 5,504.24 |
| FOX, ABIGAIL | $ 77.63 |
| FOX, MINDY K | $ 3,487.76 |
| FRANKLIN, ERIN | $ 4,170.16 |
| FRANKLIN, RICHARD | $ 1,080.04 |
| FRANKLIN, SANDY | $ 157.50 |
| FRITCHLEY, JENNIFER M | $ 4,875.12 |
| GARDNER, KELSEY LYNN | $ 3,769.82 |
| GASSMANN-KOCHER, SADIE | $ 3,522.24 |
| GELTZ, BARBARA A | $ 1,544.40 |
| GERBER, ANTHONY A | $ 2,892.75 |
| GILREATH, KRISTI ANN | $ 2,989.66 |
| GINDER, AMANDA N | $ 4,334.34 |
| GINDER, CLARISSA | $ 2,133.78 |
| GINDER, NANCY L | $ 2,786.58 |
| GIVENS, JASON ROBERT | $ 3,855.54 |
| GIVENS, KEARSTEN BRIANNA | $ 3,356.92 |
| GOODRUM, BETHANY NICOLE | $ 1,870.39 |
| GOSNELL, TORI DAWN | $ 1,471.76 |
| GOSS, ROBIN D | $ 105.00 |
| GRAVES, CLAIRE BERNADETTE | $ 3,397.64 |
| GRAVES, MEGAN N | $ 3,626.58 |
| GRAY, TRACI J | $ 720.00 |
| GREEN, CRYSTAL | $ 1,627.63 |
| GREENWOOD, JILL R | $ 5,239.88 |
| GROVE, BRANDIS J | $ 3,557.20 |
| GROVES, MARSHA L | $ 3,149.01 |
| GROVES, MICHAEL W | $ 2,173.26 |
| GROVE, TIFFANY | $ 3,697.78 |
| GRUNDON, CINDY C | $ 6,804.98 |
| HAGAN, DIANA L | $ 2,143.77 |
| HAGAN, MEGAN ANDREA | $ 2,989.66 |
| HAHN, MADISON | $ 2,234.85 |
| HAHN, MARGARET A | $ 7,064.00 |
| HAHN, SCOTT | $ 2,350.00 |
| HANCOCK, PAM | $ 1,836.25 |
| HARDY, ERIN T | $ 4,192.10 |
| HARNESS, MARY ANN | $ 2,494.89 |
| HARPER, NATHAN | $ 3,092.13 |
| HARRISON, BEVERLY A | $ 472.50 |
| HARTING, KRISTY | $ 1,824.58 |
| HAUSSY, SUSAN R | $ 2,125.08 |
| HAYNES, MICKEY | $ 6,013.74 |
| HENDERSON, COMELIA G | $ 2,248.24 |
| HENDRICKSON, BRENDA | $ 4,752.40 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| HENTON, JENNA LEE | $ 3,422.44 |
| HILL, SARAH | $ 3,159.92 |
| HINCKLEY, JESSICA K | $ 3,896.24 |
| HINTERSCHER, MISTI | $ 1,281.00 |
| HOLDRIETH, ABIGAIL RUTH | $ 3,489.16 |
| HOLMES, SHANDY | $ 1,766.10 |
| HOPKINS, SHAUN | $ 840.00 |
| HOUCHIN, AMANDA N | $ 5,790.73 |
| HOUCHIN, DARRELL W | $ 6,710.84 |
| HOUGH, SHANNON L | $ 5,685.94 |
| HOUT, JODY K | $ 4,845.06 |
| HOWARD, ALLISON MAY | $ 1,421.00 |
| HOWARD, SARAH E | $ 1,705.20 |
| HOWK, JALAYA | $ 593.25 |
| HUBBARD, JOHN D | $ 6,159.84 |
| HUFFMAN, RICKY S | $ 3,053.12 |
| HUNDLEY, HALEY C | $ 1,120.00 |
| INSKEEP, HEIDI | $ 1,102.50 |
| INYART, BRENT A | $ 5,770.44 |
| JENNETTE, CHRISTOPHER W | $ 1,280.22 |
| JOHNSON, DARLA | $ 2,605.61 |
| JOHNSON, MATTHEW R | $ 309.75 |
| JONES, CHRISTOPHER NEIL | $ 5,829.26 |
| JONES, DAVID TALBOTT | $ 4,221.30 |
| JONES, EMILY K | $ 4,484.94 |
| JONES, MARCELLA M | $ 3,234.14 |
| JUDKINS, BRETT | $ 1,561.00 |
| JULIAN, AMY L | $ 5,470.92 |
| JULIAN, BRENT ANDREW | $ 8,688.58 |
| JURGILANIS, KRISTEN L | $ 7,345.54 |
| KERMICLE, CHELSEA M | $ 3,994.60 |
| KIMMELL, BLAIZE | $ 2,989.66 |
| KING, MELINDA D | $ 5,360.20 |
| KINGSBURY, TAYLOR MARIE | $ 1,909.16 |
| KINKADE, NORMA L | $ 74.25 |
| KINKADE, RACHEL LYNN | $ 3,077.82 |
| KIRBY II, ROBERT R | $ 5,134.76 |
| KIRKLAND, STEPHANIE | $ 840.00 |
| KLINGLER, COLLIN MICHAEL | $ 1,887.90 |
| KLINGLER, MICHELLE LYNN | $ 5,689.20 |
| KMAN, RITA | $ 4,183.82 |
| KOCHER, BECKY S | $ 3,304.75 |
| KOCHER, BETH A | $ 150.00 |
| KOCHER, BRITTANIA J | $ 3,835.60 |
| KOCHER, CHANEY KAYE | $ 2,112.02 |
| KOCHER, DAWN M | $ 5,485.60 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| KOCHER, HANNAH LYNN | $ 2,010.98 |
| KOERTGE, DIANE | $ 1,092.00 |
| KUENSTLER, BRIANNE | $ 3,697.26 |
| KUHLIG, JANET L | $ 5,750.66 |
| KUHN, ASHLEY E | $ 4,151.50 |
| LAMB, BETTY | $ 91.00 |
| LATHROP, BOBBIE J | $ 6,845.65 |
| LATHROP, JENNIFER L | $ 4,961.70 |
| LAUGHLIN, REX IAN | $ 3,489.62 |
| LEAF, BRITTANY D | $ 3,955.52 |
| LEAF, JESSICA | $ 1,218.54 |
| LECRONE, CHAD E | $ 10,476.42 |
| LEWIS, AMANDA LYNN | $ 5,105.86 |
| LYNN, GINA L | $ 4,072.10 |
| MANN, SHELLEY A | $ 4,484.94 |
| MARRIOTT, THERESA | $ 4,170.16 |
| MAYS, NEILLY LEE | $ 3,335.86 |
| MCCLURE, DEBORAH L | $ 3,965.54 |
| MCDONALD, JIMETTA L | $ 1,370.76 |
| MCDONALD, JOBETH | $ 1,471.76 |
| MCFARLAND, JOHN | $ 3,902.40 |
| MCVICKER, AMY M | $ 5,782.92 |
| MEADOWS, TREVA L. | $ 2,210.73 |
| MEERS, BETTY | $ 1,287.00 |
| MEHAFFEY, PATRICK | $ 2,079.26 |
| MEHL, TRACY | $ 2,788.18 |
| MEIER, AMANDA | $ 549.25 |
| MEREDITH, MATTHEW V | $ 2,989.66 |
| MICHELS, GREGORY A | $ 810.00 |
| MICHELS, SUZANNE | $ 5,625.18 |
| MILBURN, TARA | $ 1,858.75 |
| MILLS, JAMI | $ 3,037.89 |
| MITCHELL, BRANDI G | $ 2,355.75 |
| MITCHELL, BRIAN J | $ 420.00 |
| MITCHELL, CASSIE | $ 4,686.88 |
| MITCHELL, MELISSA M | $ 5,807.06 |
| MORGAN, GINA E | $ 1,335.66 |
| MOSBEY, DEVEN L | $ 4,505.04 |
| MUHS, MADISON R | $ 1,705.20 |
| MURRAY, PAMELA S | $ 5,838.76 |
| MUSIC, MATTHEW J | $ 5,252.04 |
| MUSIC, SONJA R | $ 766.63 |
| NAVIN, LYNDA | $ 45.50 |
| NEALIS, BRADLY C | $ 5,098.46 |
| O'BRIEN, HOLLY MARIE | $ 3,956.92 |
| OCHS, KIMBERLY | $ 1,471.74 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| OVERTON, MARTY DALE | $ 5,997.32 |
| PAGE, KENDRA J | $ 4,939.56 |
| PAGE, RALPH ROBERT | $ 3,176.51 |
| PAGE, WILLIAM D | $ 5,494.52 |
| PAMPE, JANICE | $ 6,491.02 |
| PAMPE, LISA K | $ 5,598.94 |
| PARRENT, RILEY R | $ 1,958.60 |
| PATTERSON, BRENDA | $ 2,297.68 |
| PEARCE, MEGHAN NICOLE | $ 4,066.36 |
| PFOFF, VANESSA | $ 1,646.66 |
| PHILLIPS, ROBERT L | $ 2,973.32 |
| PHILLIPS, ROGER | $ 1,813.50 |
| PIXLEY, SUE BERBERICH | $ 3,569.16 |
| POTTORFF, ANDREW PAUL | $ 3,186.38 |
| POTTORFF, EAN P | $ 1,100.00 |
| POWELL, MATTHEW M | $ 4,484.94 |
| POWELL, MICHELLE | $ 4,939.56 |
| PUCKETT, CHELSEA J | $ 3,169.22 |
| PUCKETT, TERRY EUGENE | $ 6,938.40 |
| RANGE, KIMBERLY | $ 1,285.70 |
| RAUCH, DEBORAH LYNN | $ 1,497.15 |
| REDMAN, AMANDA L | $ 4,315.00 |
| REDMAN, JUDITH | $ 2,523.04 |
| REEVES, HANNAH LYNN | $ 3,156.68 |
| REEVES, RANDY K | $ 5,379.61 |
| REID, MEGAN S | $ 1,421.00 |
| REYNOLDS, BOBBY | $ 3,269.75 |
| REYNOLDS, MICHELE L | $ 2,008.96 |
| REZA ARIAS, MARIA DEL CARMEN | $ 1,803.76 |
| RIDGELY, LINDSAY ANN | $ 4,090.38 |
| RIDGELY, SUZANNA | $ 3,547.63 |
| ROARK, RYAN K | $ 5,627.34 |
| RODGERS, KACIE N | $ 5,048.86 |
| RODGERS, STEVEN D | $ 3,135.04 |
| RODGERS, STEPHAN R | $ 960.27 |
| RODGERS, TRACEY L | $ 1,934.54 |
| ROUTIEN, MARISSA BROOKE | $ 3,042.16 |
| RUBENACKER, LORI A | $ 5,110.96 |
| RUDE, DONNA | $ 1,421.00 |
| RUSK, AMY L | $ 4,795.74 |
| RUSK, EMILY | $ 4,897.44 |
| RUSK, JULIE | $ 2,525.08 |
| RUSK, RYLAN A | $ 5,096.84 |
| RYDEN, JEFFREY ROBERT | $ 4,176.56 |
| SANDERS, ALBERT ALAN | $ 1,622.66 |
| SCHIMMELPFENNING, AMY LAVINA | $ 5,165.24 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| SCHMUCKER, JULIE R | $ 2,125.08 |
| SCOLES, BARBARA | $ 196.00 |
| SEALS, MARLA LOUISE | $ 4,191.50 |
| SEATON, MEGAN NICOLE | $ 4,165.08 |
| SEILER, ANITA J | $ 3,789.62 |
| SHAN, NICOLE LANE | $ 3,587.58 |
| SHAWVER, ALEXIS B | $ 3,917.78 |
| SHEWMAKE, ANGELINA COLLEEN | $ 1,427.75 |
| SHILLING, LISA A | $ 1,584.62 |
| SHIPMAN, KYLE | $ 3,519.16 |
| SHOEMAKER, KRISTIE L | $ 5,011.66 |
| SHORT, STEFANIE | $ 1,421.00 |
| SIDERS, AMY | $ 1,482.30 |
| SIMPSON, CHRIS A | $ 13,556.34 |
| SIMPSON, MICHELLE L | $ 5,913.48 |
| SLATER, ZACHARY | $ 998.33 |
| SMITH, JASON T | $ 5,306.60 |
| SMITH, MELINDA | $ 4,646.38 |
| SPARKS, ELIZABETH K | $ 4,120.26 |
| STALLARD, BRENDA LEA | $ 5,466.96 |
| STEBER, COLBY N | $ 391.01 |
| STEBER, MARK | $ 7,810.44 |
| STEPHENS, CAMILLE A | $ 5,008.18 |
| STEVENS, AMY J | $ 4,458.02 |
| STEVENSON, JENNY | $ 4,007.42 |
| STUBBE, MACKENZIE | $ 203.00 |
| SUMMERS, ALLYSON | $ 1,655.50 |
| SWINSON, DONNA S | $ 2,313.00 |
| TABB, JULIE ANN | $ 947.96 |
| TAHTINEN, TIMOTHY A | $ 3,438.52 |
| TAIT, HEATHER E | $ 5,078.46 |
| TAYLOR, CHAD E | $ 4,893.70 |
| TEDFORD, JENNIFER JILL | $ 9,272.94 |
| TENNIS, MEGAN M | $ 3,422.44 |
| THOMANN, ANDREW C | $ 1,428.72 |
| THORNTON, JESSE DALE | $ 3,072.19 |
| THRASHER, NATASHA J | $ 1,672.62 |
| THUFTEDAL, TASHA S | $ 6,181.34 |
| TOMLIN, LINDSEY JAMES | $ 3,786.28 |
| TOTTEN, DANIEL L | $ 2,037.75 |
| TOTTEN, RUTH E | $ 1,334.66 |
| TRAVIS, CHRISTY | $ 1,487.20 |
| TRUEBLOOD, EDWIN AARON | $ 1,307.63 |
| TYLER, JAMIE L | $ 6,393.96 |
| URFER, KELLI DAWN | $ 2,512.10 |
| UTLEY, REGINA | $ 2,323.16 |

# Richland County Community Unit #1
## Payroll Nov 2021

| NAME | GROSS |
|---|---|
| VAAL, JAMES D | $ 8,304.92 |
| VANDYKE, JAMIE L | $ 6,272.74 |
| VANDYKE, JESSICA P | $ 4,484.94 |
| VANGUNDY, EMILI VANESSA | $ 3,894.22 |
| VANMATRE, CHRISTINA A | $ 4,505.04 |
| VOLK, AIMEE KRISTINA | $ 3,422.44 |
| VOLK, KARLA J | $ 2,493.01 |
| VOLK, PAULINE | $ 2,298.61 |
| WALDHOFF, ROY R | $ 6,839.28 |
| WALKER, KATHI DEE | $ 6,748.94 |
| WALKER, TERRIL | $ 1,667.50 |
| WALL, CHERYL | $ 4,072.10 |
| WARFEL, JULIE ANNE | $ 1,101.75 |
| WASHBURN, BRENDA J | $ 6,246.98 |
| WAXLER, ELVA L | $ 1,862.00 |
| WEESNER, LELA | $ 2,724.48 |
| WEIDNER, JENNIFER L | $ 4,334.34 |
| WEIDNER, KERRIE L | $ 4,170.16 |
| WEITKAMP, LORI L | $ 4,233.02 |
| WEITKAMP, WARREN D | $ 5,880.35 |
| WELLS, KACI MARIE | $ 4,535.04 |
| WEST, PAULA J | $ 5,409.12 |
| WESTALL, LORI A | $ 4,961.70 |
| WHEELER, HEATHER L | $ 4,072.10 |
| WHEELER, KLAYTON E | $ 5,464.70 |
| WHISLER, NATHANAEL T | $ 390.00 |
| WHITAKER-MITCHELL, DONNA | $ 1,344.77 |
| WHITE, BRANDY | $ 1,471.76 |
| WHITTLER, MICHAEL K | $ 8,800.58 |
| WHITTLER, SARAH E | $ 6,113.82 |
| WIBBENMEYER, AMBER R | $ 1,624.00 |
| WILLIAMS, MIRANDA J | $ 1,948.80 |
| WILLIAMS, SCOTT ERIC | $ 1,932.84 |
| WINGERT, JOE DOUGLAS | $ 909.34 |
| WINGERT, SAMANTHA | $ 1,745.80 |
| WINTERS, SHANNON L | $ 6,130.48 |
| WISNER, ANGELA M | $ 3,732.74 |
| WOODS, AMY LYNNE | $ 6,264.90 |
| WOODS, JILLIAN M | $ 2,989.66 |
| WRIGHT, JESSICA M | $ 825.50 |
| YOUNG, JANA E | $ 4,039.50 |
| ZUBER, AMANDA M | $ 2,910.24 |
| TOTAL MONTHLY GROSS | $ 1,217,492.87 |

# RICHLAND COUNTY COMMUNITY UNIT #1
## COMPARISON OF FUNDS

| Comparison of Funds for November | | | |
|---|---|---|---|
| | | | |
| **FUND** | **November 2020** | **November 2021** | |
| | | | |
| Education | $ 13,116,102.46 | $ 13,972,908.91 | |
| Building and Grounds | $ 4,817,151.38 | $ 3,617,631.55 | |
| Bond and Interest | $ 941,892.28 | $ 1,083,725.88 | |
| Transportation | $ 1,083,829.25 | $ 1,445,876.39 | |
| IMRF/Social Security | $ 1,901,062.06 | $ 2,137,667.84 | |
| Capital Projects - Site & Contruction | $ 705,562.44 | $ 263,367.15 | |
| Working Cash | $ 724,502.26 | $ 862,081.91 | |
| Tort Fund | $ 244,207.73 | $ 1,214,574.32 | |
| Life Safety | $ 273,136.41 | $ 301,922.86 | |
| Total Cash | $ 23,807,446.27 | $ 24,899,756.81 | |
| | | | |
| Assets | $ 153,622.45 | $ 156,099.37 | |
| Total Cash and Assets | $ 23,961,068.72 | $ 25,055,856.18 | |
| | | | |
| **GRAND TOTAL** | **$ 23,961,068.72** | **$ 25,055,856.18** | |
| | | | |
| compfund | | | |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10R010 1110 0000 00 000000 | Tax Levy Education | 4,540,099.00 | 27,386.33 | 4,295,195.31 | 0.00 | 0.00 | 244,903.69 |
| 10R--- 1110 0--- -- ------ | | 4,540,099.00 | 27,386.33 | 4,295,195.31 | 0.00 | 0.00 | 244,903.69 |
| 10R010 1140 0000 00 000000 | Sp Ed Levy | 98,860.00 | 7,017.07 | 99,795.91 | 0.00 | 0.00 | -935.91 |
| 10R--- 1140 0--- -- ------ | | 98,860.00 | 7,017.07 | 99,795.91 | 0.00 | 0.00 | -935.91 |
| 10R--- 11-- ---- -- ------ | | 4,638,959.00 | 34,403.40 | 4,394,991.22 | 0.00 | 0.00 | 243,967.78 |
| 10R010 1210 0000 00 000000 | Mobile Home Tax | 31,513.00 | 326,120.44 | 326,120.44 | 0.00 | 0.00 | -294,607.44 |
| 10R--- 1210 0--- -- ------ | | 31,513.00 | 326,120.44 | 326,120.44 | 0.00 | 0.00 | -294,607.44 |
| 10R010 1220 0000 00 000000 | Local Housing Aut Tax | 13,675.00 | 14,425.44 | 14,425.44 | 0.00 | 0.00 | -750.44 |
| 10R--- 1220 0--- -- ------ | | 13,675.00 | 14,425.44 | 14,425.44 | 0.00 | 0.00 | -750.44 |
| 10R010 1230 0000 00 000000 | Corp Pers Prop Tax | 735,000.00 | 0.00 | 379,166.42 | 0.00 | 0.00 | 355,833.58 |
| 10R--- 1230 0--- -- ------ | | 735,000.00 | 0.00 | 379,166.42 | 0.00 | 0.00 | 355,833.58 |
| 10R--- 12-- ---- -- ------ | | 780,188.00 | 340,545.88 | 719,712.30 | 0.00 | 0.00 | 60,475.70 |
| 10R010 1311 0000 00 000000 | Jump Start Tuition | 0.00 | 0.00 | 150.00 | 0.00 | 0.00 | -150.00 |
| 10R--- 1311 0--- -- ------ | | 0.00 | 0.00 | 150.00 | 0.00 | 0.00 | -150.00 |
| 10R--- 13-- ---- -- ------ | | 0.00 | 0.00 | 150.00 | 0.00 | 0.00 | -150.00 |
| 10R010 1510 0000 00 000000 | Earnings on Investments | 145,000.00 | 2,476.54 | 12,185.41 | 0.00 | 0.00 | 132,814.59 |
| 10R--- 1510 0--- -- ------ | | 145,000.00 | 2,476.54 | 12,185.41 | 0.00 | 0.00 | 132,814.59 |
| 10R--- 15-- ---- -- ------ | | 145,000.00 | 2,476.54 | 12,185.41 | 0.00 | 0.00 | 132,814.59 |
| 10R010 1611 0000 00 000000 | Sales to Pupils Lunch | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 1611 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 1612 0000 00 000000 | Sales to Pupils Bfast | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 1612 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 1613 0000 00 000000 | Sales to Pupil Ala Carte | 0.00 | 26.50 | 87.75 | 0.00 | 0.00 | -87.75 |
| 10R--- 1613 0--- -- ------ | | 0.00 | 26.50 | 87.75 | 0.00 | 0.00 | -87.75 |
| 10R010 1614 0000 00 000000 | Sales to Pupil Vending | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 1614 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 1615 0000 00 000000 | Bfst Lunch Debit Card | 0.00 | -174.50 | 23,308.06 | 0.00 | 0.00 | -23,308.06 |
| 10R--- 1615 0--- -- ------ | | 0.00 | -174.50 | 23,308.06 | 0.00 | 0.00 | -23,308.06 |
| 10R010 1620 0000 00 000000 | Sales to Adults | 9,000.00 | 1,130.90 | 3,338.10 | 0.00 | 0.00 | 5,661.90 |
| 10R--- 1620 0--- -- ------ | | 9,000.00 | 1,130.90 | 3,338.10 | 0.00 | 0.00 | 5,661.90 |
| 10R010 1621 0000 00 000000 | Summer Food Program | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 1621 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 1690 0000 00 000000 | Other Food Sales | 700.00 | 0.00 | 111.99 | 0.00 | 0.00 | 588.01 |
| 10R--- 1690 0--- -- ------ | | 700.00 | 0.00 | 111.99 | 0.00 | 0.00 | 588.01 |
| 10R--- 16-- ---- -- ------ | | 9,700.00 | 982.90 | 26,845.90 | 0.00 | 0.00 | -17,145.90 |
| 10R010 1711 0000 00 000000 | Athletic Admissions | 30,000.00 | 9,660.00 | 21,342.90 | 0.00 | 0.00 | 8,657.10 |
| 10R--- 1711 0--- -- ------ | | 30,000.00 | 9,660.00 | 21,342.90 | 0.00 | 0.00 | 8,657.10 |
| 10R010 1720 0000 00 000000 | Lab/Lock Fees | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10R--- 1720 0--- -- ------ | | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10R010 1730 0000 00 000000 | Pupil Book Sales | 175.00 | 0.00 | 0.00 | 0.00 | 0.00 | 175.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10R--- 1730 0--- -- ------ | | 175.00 | 0.00 | 0.00 | 0.00 | 0.00 | 175.00 |
| 10R010 1790 0000 00 000000 | Other Pupil Fees | 125.00 | 260.00 | 5,260.00 | 0.00 | 0.00 | -5,135.00 |
| 10R010 1790 0000 01 000000 | Xtra Curr PE Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 1790 0--- -- ------ | | 125.00 | 260.00 | 5,260.00 | 0.00 | 0.00 | -5,135.00 |
| 10R--- 17-- ---- -- ------ | | 30,800.00 | 9,920.00 | 26,602.90 | 0.00 | 0.00 | 4,197.10 |
| 10R010 1811 0000 00 000000 | Book Rental Fees | 158,000.00 | 7,027.20 | 152,620.82 | 0.00 | 0.00 | 5,379.18 |
| 10R--- 1811 0--- -- ------ | | 158,000.00 | 7,027.20 | 152,620.82 | 0.00 | 0.00 | 5,379.18 |
| 10R--- 18-- ---- -- ------ | | 158,000.00 | 7,027.20 | 152,620.82 | 0.00 | 0.00 | 5,379.18 |
| 10R010 1910 0000 00 000000 | Facilities Rental | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| 10R--- 1910 0--- -- ------ | | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| 10R010 1920 0000 00 000000 | CONTRIB PRIV SOURCES | 0.00 | 475.00 | 475.00 | 0.00 | 0.00 | -475.00 |
| 10R--- 1920 0--- -- ------ | | 0.00 | 475.00 | 475.00 | 0.00 | 0.00 | -475.00 |
| 10R010 1940 0000 00 000000 | Serv Provided For SESE | 700.00 | 0.00 | 276.20 | 0.00 | 0.00 | 423.80 |
| 10R--- 1940 0--- -- ------ | | 700.00 | 0.00 | 276.20 | 0.00 | 0.00 | 423.80 |
| 10R010 1950 0000 00 000000 | Refund Pr Yr Expenses | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10R--- 1950 0--- -- ------ | | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10R010 1970 0000 00 000000 | Drivers Ed Fees | 15,000.00 | 175.00 | 14,135.00 | 0.00 | 0.00 | 865.00 |
| 10R--- 1970 0--- -- ------ | | 15,000.00 | 175.00 | 14,135.00 | 0.00 | 0.00 | 865.00 |
| 10R010 1992 0000 00 000000 | Sale of Voc House | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 1992 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 1999 0000 00 000000 | Other Non-Pupil Fees | 25,000.00 | 13,325.48 | 13,797.92 | 0.00 | 0.00 | 11,202.08 |
| 10R010 1999 0000 01 000000 | E-Rate Refund | 52,879.00 | 0.00 | 0.00 | 0.00 | 0.00 | 52,879.00 |
| 10R030 1999 0000 00 000000 | Fuel Up 60 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R060 1999 0000 00 000000 | Fine Arts Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R130 1999 0000 00 130000 | C Winters Birth -3 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R170 1999 0000 00 170000 | JFF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R230 1999 0000 00 230000 | JFF CNA Program | 3,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 1,000.00 |
| 10R290 1999 0000 00 290000 | JFF Web/Bio | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 10R670 1999 0000 00 670000 | Tiger Safari | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R680 1999 0000 00 680000 | Carrie Winters | 625.00 | 0.00 | 0.00 | 0.00 | 0.00 | 625.00 |
| 10R690 1999 0000 00 690000 | CEO Program | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | -100.00 |
| 10R730 1999 0000 00 730000 | JFF Tech Grant | 37,950.00 | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 35,950.00 |
| 10R880 1999 0000 00 880000 | JFF Chat/Music Therapy | 25,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 |
| 10R--- 1999 0--- -- ------ | | 148,454.00 | 15,325.48 | 17,897.92 | 0.00 | 0.00 | 130,556.08 |
| 10R--- 19-- ---- -- ------ | | 179,154.00 | 15,975.48 | 32,784.12 | 0.00 | 0.00 | 146,369.88 |
| 10R110 2100 0000 00 110000 | ROE Pre K | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 2100 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 21-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R810 2200 0000 00 810000 | ROE Flow Thru | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 2200 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10R--- 22-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3001 0000 00 000000 | General State Aid | 10,388,962.00 | 944,472.00 | 3,779,721.00 | 0.00 | 0.00 | 6,609,241.00 |
| 10R010 3001 0000 00 140000 | EBF-Sp Ed Personnel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3001 0000 00 280000 | EBF-Sp Ed Funding Children | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3001 0000 00 550000 | State Aide-Spec Ed Summner Sch | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3001 0--- -- ------ | | 10,388,962.00 | 944,472.00 | 3,779,721.00 | 0.00 | 0.00 | 6,609,241.00 |
| 10R010 3002 0000 00 000000 | GSA Hold Harm | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3002 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3010 0000 00 000000 | GSA Difference Incentive | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3010 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3015 0000 00 000000 | Salary Diff for annex | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3015 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3020 0000 00 000000 | Reorganization Inc Cert Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3020 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 30-- ---- -- ------ | | 10,388,962.00 | 944,472.00 | 3,779,721.00 | 0.00 | 0.00 | 6,609,241.00 |
| 10R260 3100 0000 00 260000 | Sp Ed Priv Facility | 10,000.00 | 0.00 | 16,584.53 | 0.00 | 0.00 | -6,584.53 |
| 10R--- 3100 0--- -- ------ | | 10,000.00 | 0.00 | 16,584.53 | 0.00 | 0.00 | -6,584.53 |
| 10R280 3105 0000 00 280000 | Spec Ed Extraordinary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3105 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R140 3110 0000 00 140000 | Sp Ed Personnel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3110 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R640 3120 0000 00 640000 | Sp Ed Orphan | 75,000.00 | 0.00 | 71,663.33 | 0.00 | 0.00 | 3,336.67 |
| 10R--- 3120 0--- -- ------ | | 75,000.00 | 0.00 | 71,663.33 | 0.00 | 0.00 | 3,336.67 |
| 10R010 3145 0000 00 000000 | Sp Ed Summer Sch | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3145 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 31-- ---- -- ------ | | 85,000.00 | 0.00 | 88,247.86 | 0.00 | 0.00 | -3,247.86 |
| 10R380 3200 0000 00 380000 | Voc Ed Tech Prep | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3200 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R780 3215 0000 00 780000 | Voc Ed Formula | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3215 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R820 3220 0000 00 820000 | K12 Career Exploration Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3220 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R490 3235 0000 00 490000 | Ag Inc 3 Circles | 33,070.00 | 0.00 | 0.00 | 0.00 | 0.00 | 33,070.00 |
| 10R--- 3235 0--- -- ------ | | 33,070.00 | 0.00 | 0.00 | 0.00 | 0.00 | 33,070.00 |
| 10R490 3299 0000 00 490000 | Voc Ed Ag Incent Grant | 5,509.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,509.00 |
| 10R710 3299 0000 00 710000 | Elementary Career Grant | 1,482.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,482.00 |
| 10R780 3299 0000 00 780000 | Voc Ed Formula | 76,291.00 | 26,266.45 | 26,967.03 | 0.00 | 0.00 | 49,323.97 |
| 10R--- 3299 0--- -- ------ | | 83,282.00 | 26,266.45 | 26,967.03 | 0.00 | 0.00 | 56,314.97 |
| 10R--- 32-- ---- -- ------ | | 116,352.00 | 26,266.45 | 26,967.03 | 0.00 | 0.00 | 89,384.97 |
| 10R350 3360 0000 00 350000 | St Lunch/Bfast Reimb | 6,435.00 | 0.00 | 11,857.03 | 0.00 | 0.00 | -5,422.03 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10R--- 3360 0--- -- ------ | | 6,435.00 | 0.00 | 11,857.03 | 0.00 | 0.00 | -5,422.03 |
| 10R010 3365 0000 00 000000 | Breakfast Incentive | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3365 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R310 3370 0000 00 310000 | Drivers Education Reimb | 35,000.00 | 0.00 | 16,663.74 | 0.00 | 0.00 | 18,336.26 |
| 10R--- 3370 0--- -- ------ | | 35,000.00 | 0.00 | 16,663.74 | 0.00 | 0.00 | 18,336.26 |
| 10R--- 33-- ---- -- ------ | | 41,435.00 | 0.00 | 28,520.77 | 0.00 | 0.00 | 12,914.23 |
| 10R550 3695 0000 00 550000 | TAOEP | 60,855.00 | 6,086.00 | 12,172.00 | 0.00 | 0.00 | 48,683.00 |
| 10R750 3695 0000 00 750000 | TAOEP | 3,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,500.00 |
| 10R--- 3695 0--- -- ------ | | 64,355.00 | 6,086.00 | 12,172.00 | 0.00 | 0.00 | 52,183.00 |
| 10R--- 36-- ---- -- ------ | | 64,355.00 | 6,086.00 | 12,172.00 | 0.00 | 0.00 | 52,183.00 |
| 10R110 3705 0000 00 110000 | Early Child Block Grant | 50,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50,000.00 |
| 10R510 3705 0000 00 510000 | ECE Block Grant-FY06 | 924,386.00 | 45,686.00 | 257,103.00 | 0.00 | 0.00 | 667,283.00 |
| 10R--- 3705 0--- -- ------ | | 974,386.00 | 45,686.00 | 257,103.00 | 0.00 | 0.00 | 717,283.00 |
| 10R570 3715 0000 00 570000 | Reading Improvement | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3715 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R790 3775 0000 00 790000 | ADA Safety/Ed Block Gran | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3775 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 37-- ---- -- ------ | | 974,386.00 | 45,686.00 | 257,103.00 | 0.00 | 0.00 | 717,283.00 |
| 10R240 3800 0000 00 240000 | Sec of State Lib Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 3800 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 38-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 3999 0000 00 000000 | Other State | 0.00 | 0.00 | 475.00 | 0.00 | 0.00 | -475.00 |
| 10R010 3999 0000 05 000000 | National Bd Cert | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R060 3999 0000 00 000000 | Fine Arts Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R120 3999 0000 00 120000 | Laptop Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R240 3999 0000 00 240000 | Library Grant | 1,604.00 | 0.00 | 290.79 | 0.00 | 0.00 | 1,313.21 |
| 10R--- 3999 0--- -- ------ | | 1,604.00 | 0.00 | 765.79 | 0.00 | 0.00 | 838.21 |
| 10R--- 39-- ---- -- ------ | | 1,604.00 | 0.00 | 765.79 | 0.00 | 0.00 | 838.21 |
| 10R190 4107 0000 00 190000 | Title VI Rural Ed | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4107 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 41-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R420 4210 0000 00 420000 | Fed Lunch Prog Reimb | 0.00 | 43,084.33 | 46,147.33 | 0.00 | 0.00 | -46,147.33 |
| 10R--- 4210 0--- -- ------ | | 0.00 | 43,084.33 | 46,147.33 | 0.00 | 0.00 | -46,147.33 |
| 10R420 4215 0000 00 420000 | Fed Special Milk Program | 750.00 | 0.00 | 3,311.52 | 0.00 | 0.00 | -2,561.52 |
| 10R--- 4215 0--- -- ------ | | 750.00 | 0.00 | 3,311.52 | 0.00 | 0.00 | -2,561.52 |
| 10R430 4220 0000 00 430000 | Fed Bfast Prog Reimb | 0.00 | 17,986.10 | 19,443.90 | 0.00 | 0.00 | -19,443.90 |
| 10R--- 4220 0--- -- ------ | | 0.00 | 17,986.10 | 19,443.90 | 0.00 | 0.00 | -19,443.90 |
| 10R460 4225 0000 00 460000 | Fed Summer Food Program | 750,000.00 | 0.00 | 110,175.40 | 0.00 | 0.00 | 639,824.60 |
| 10R--- 4225 0--- -- ------ | | 750,000.00 | 0.00 | 110,175.40 | 0.00 | 0.00 | 639,824.60 |
| 10R420 4250 0000 00 420000 | Child Nutrition Commodity | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10R--- 4250 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R420 4299 0000 00 420000 | Child Nutrition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R440 4299 0000 00 440000 | NSLP Equip Asst Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4299 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 42-- ---- -- ------ | | 750,750.00 | 61,070.43 | 179,078.15 | 0.00 | 0.00 | 571,671.85 |
| 10R100 4300 0000 00 100000 | Title I Grant - Reading | 125,000.00 | 0.00 | 60,522.00 | 0.00 | 0.00 | 64,478.00 |
| 10R270 4300 0000 00 270000 | Title I School Imp& Acct | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R500 4300 0000 00 500000 | Title I | 714,461.00 | 94,856.00 | 94,856.00 | 0.00 | 0.00 | 619,605.00 |
| 10R--- 4300 0--- -- ------ | | 839,461.00 | 94,856.00 | 155,378.00 | 0.00 | 0.00 | 684,083.00 |
| 10R270 4331 0000 00 270000 | Title I School Imp & Acctabili | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4331 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 43-- ---- -- ------ | | 839,461.00 | 94,856.00 | 155,378.00 | 0.00 | 0.00 | 684,083.00 |
| 10R170 4400 0000 00 170000 | Title IV Grant | 48,000.00 | 69,536.00 | 69,536.00 | 0.00 | 0.00 | -21,536.00 |
| 10R570 4400 0000 00 570000 | Title IV Grant | 1,000.00 | 0.00 | 1,890.00 | 0.00 | 0.00 | -890.00 |
| 10R--- 4400 0--- -- ------ | | 49,000.00 | 69,536.00 | 71,426.00 | 0.00 | 0.00 | -22,426.00 |
| 10R070 4421 0000 00 000000 | 21st Century Comm Learning | 315,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 315,000.00 |
| 10R470 4421 0000 00 470000 | 21st Century Grant | 75,000.00 | 0.00 | 59,291.00 | 0.00 | 0.00 | 15,709.00 |
| 10R--- 4421 0--- -- ------ | | 390,000.00 | 0.00 | 59,291.00 | 0.00 | 0.00 | 330,709.00 |
| 10R250 4490 0000 00 250000 | Federal Library Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4490 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 44-- ---- -- ------ | | 439,000.00 | 69,536.00 | 130,717.00 | 0.00 | 0.00 | 308,283.00 |
| 10R150 4600 0000 00 150000 | Sp Ed IDEA Pre School | 35,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 35,000.00 |
| 10R--- 4600 0--- -- ------ | | 35,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 35,000.00 |
| 10R150 4620 0000 00 150000 | Sp Ed Flow thru SESE | 550,000.00 | 0.00 | 52,911.00 | 0.00 | 0.00 | 497,089.00 |
| 10R--- 4620 0--- -- ------ | | 550,000.00 | 0.00 | 52,911.00 | 0.00 | 0.00 | 497,089.00 |
| 10R260 4625 0000 00 260000 | Fed SpEd IDEA Rm/Board | 30,000.00 | 0.00 | 31,945.55 | 0.00 | 0.00 | -1,945.55 |
| 10R--- 4625 0--- -- ------ | | 30,000.00 | 0.00 | 31,945.55 | 0.00 | 0.00 | -1,945.55 |
| 10R--- 46-- ---- -- ------ | | 615,000.00 | 0.00 | 84,856.55 | 0.00 | 0.00 | 530,143.45 |
| 10R540 4770 0000 00 540000 | Fed Voc Ed Tech Prep | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4770 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R390 4799 0000 00 390000 | V E Perkins T-IIC 2 Tutor | 23,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 23,000.00 |
| 10R--- 4799 0--- -- ------ | | 23,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 23,000.00 |
| 10R--- 47-- ---- -- ------ | | 23,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 23,000.00 |
| 10R090 4876 0000 00 000000 | Cloud Grant ICCP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4876 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R160 4880 0000 00 160000 | Education Jobs Fund | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4880 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 48-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R180 4901 0000 00 180000 | Race To The Top | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R180 4901 0000 01 180000 | Race To The Top Induction | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10R--- 4901 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R010 4920 0000 00 000000 | McKinney Homeless Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4920 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R330 4932 0000 00 330000 | Title II Teacher Quality | 15,000.00 | 0.00 | 14,326.00 | 0.00 | 0.00 | 674.00 |
| 10R530 4932 0000 00 530000 | Title II | 89,062.00 | 19,437.00 | 19,437.00 | 0.00 | 0.00 | 69,625.00 |
| 10R--- 4932 0--- -- ------ | | 104,062.00 | 19,437.00 | 33,763.00 | 0.00 | 0.00 | 70,299.00 |
| 10R920 4991 0000 00 920000 | Medicaid Adm Outreach | 54,000.00 | 21,322.17 | 46,931.29 | 0.00 | 0.00 | 7,068.71 |
| 10R--- 4991 0--- -- ------ | | 54,000.00 | 21,322.17 | 46,931.29 | 0.00 | 0.00 | 7,068.71 |
| 10R920 4992 0000 00 920000 | Medicaid Fee For Service | 53,060.00 | 0.00 | 15,492.81 | 0.00 | 0.00 | 37,567.19 |
| 10R--- 4992 0--- -- ------ | | 53,060.00 | 0.00 | 15,492.81 | 0.00 | 0.00 | 37,567.19 |
| 10R220 4998 0000 00 220000 | FEMA GRANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R410 4998 0000 00 410000 | JROTC Reimbursement | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 4998 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R250 4999 0000 00 250000 | Federal Library Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R340 4999 0000 00 340000 | ESSER | 100,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100,000.00 |
| 10R342 4999 0000 00 000000 | ESSER II | 1,996,709.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,996,709.00 |
| 10R370 4999 0000 00 370000 | Digital Equity - ESSER | 0.00 | 0.00 | 546.00 | 0.00 | 0.00 | -546.00 |
| 10R410 4999 0000 00 000000 | JROTC | 78,000.00 | 6,772.15 | 26,917.35 | 0.00 | 0.00 | 51,082.65 |
| 10R--- 4999 0--- -- ------ | | 2,174,709.00 | 6,772.15 | 27,463.35 | 0.00 | 0.00 | 2,147,245.65 |
| 10R--- 49-- ---- -- ------ | | 2,385,831.00 | 47,531.32 | 123,650.45 | 0.00 | 0.00 | 2,262,180.55 |
| 10R010 7990 0000 00 000000 | Other -WR Fund Balances | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1-R--- ---- ---- -- ------ | | 22,666,937.00 | 1,706,835.60 | 10,233,070.27 | 0.00 | 0.00 | 12,433,866.73 |
| 20R010 1111 0000 00 000000 | Building Levy | 1,233,723.00 | 87,713.25 | 1,247,448.83 | 0.00 | 0.00 | -13,725.83 |
| 20R--- 1111 0--- -- ------ | | 1,233,723.00 | 87,713.25 | 1,247,448.83 | 0.00 | 0.00 | -13,725.83 |
| 20R--- 11-- ---- -- ------ | | 1,233,723.00 | 87,713.25 | 1,247,448.83 | 0.00 | 0.00 | -13,725.83 |
| 20R010 1510 0000 00 000000 | Earnings on Investments | 9,000.00 | 743.31 | 2,406.99 | 0.00 | 0.00 | 6,593.01 |
| 20R--- 1510 0--- -- ------ | | 9,000.00 | 743.31 | 2,406.99 | 0.00 | 0.00 | 6,593.01 |
| 20R--- 15-- ---- -- ------ | | 9,000.00 | 743.31 | 2,406.99 | 0.00 | 0.00 | 6,593.01 |
| 20R010 1999 0000 00 000000 | Other Bldg Rev-Ins Reim etc | 18,000.00 | 0.00 | 512.33 | 0.00 | 0.00 | 17,487.67 |
| 20R010 1999 0000 01 000000 | Other Bldg Rev-erate | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R730 1999 0000 00 730000 | JFF Programs-Track | 4,000.00 | 98,000.00 | 98,000.00 | 0.00 | 0.00 | -94,000.00 |
| 20R--- 1999 0--- -- ------ | | 22,000.00 | 98,000.00 | 98,512.33 | 0.00 | 0.00 | -76,512.33 |
| 20R--- 19-- ---- -- ------ | | 22,000.00 | 98,000.00 | 98,512.33 | 0.00 | 0.00 | -76,512.33 |
| 20R010 3925 0000 00 000000 | St Maint Grant Bldg | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 3925 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R220 3999 0000 00 220000 | IEMA Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 3999 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 39-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 20R010 7320 0000 00 000000 | SALE OF PROPERTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 7320 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 73-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R010 7990 0000 00 000000 | Other-WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2-R--- ---- ---- -- ------ | | 1,264,723.00 | 186,456.56 | 1,348,368.15 | 0.00 | 0.00 | -83,645.15 |
| 30R010 1112 0000 00 000000 | Bond & Interest Levy | 1,728,120.00 | 122,396.43 | 1,723,107.85 | 0.00 | 0.00 | 5,012.15 |
| 30R--- 1112 0--- -- ------ | | 1,728,120.00 | 122,396.43 | 1,723,107.85 | 0.00 | 0.00 | 5,012.15 |
| 30R--- 11-- ---- -- ------ | | 1,728,120.00 | 122,396.43 | 1,723,107.85 | 0.00 | 0.00 | 5,012.15 |
| 30R010 1510 0000 00 000000 | Earnings on Investments | 20,000.00 | 1,034.27 | 3,414.32 | 0.00 | 0.00 | 16,585.68 |
| 30R--- 1510 0--- -- ------ | | 20,000.00 | 1,034.27 | 3,414.32 | 0.00 | 0.00 | 16,585.68 |
| 30R--- 15-- ---- -- ------ | | 20,000.00 | 1,034.27 | 3,414.32 | 0.00 | 0.00 | 16,585.68 |
| 30R010 1983 0000 00 000000 | School Facility Occp Sales Tax | 757,575.00 | 139,607.27 | 696,741.52 | 0.00 | 0.00 | 60,833.48 |
| 30R--- 1983 0--- -- ------ | | 757,575.00 | 139,607.27 | 696,741.52 | 0.00 | 0.00 | 60,833.48 |
| 30R010 1999 0000 00 000000 | Other Bond and Int Rev | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30R--- 1999 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30R--- 19-- ---- -- ------ | | 757,575.00 | 139,607.27 | 696,741.52 | 0.00 | 0.00 | 60,833.48 |
| 30R010 7990 0000 00 000000 | Other-WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 3-R--- ---- ---- -- ------ | | 2,505,695.00 | 263,037.97 | 2,423,263.69 | 0.00 | 0.00 | 82,431.31 |
| 40R080 1113 0000 00 000000 | Trans Levy | 493,489.00 | 35,085.31 | 498,979.57 | 0.00 | 0.00 | -5,490.57 |
| 40R--- 1113 0--- -- ------ | | 493,489.00 | 35,085.31 | 498,979.57 | 0.00 | 0.00 | -5,490.57 |
| 40R080 1130 0000 00 000000 | Leasing Levy | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 1130 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 11-- ---- -- ------ | | 493,489.00 | 35,085.31 | 498,979.57 | 0.00 | 0.00 | -5,490.57 |
| 40R080 1412 0000 00 000000 | Reg Trans from Pre-K | 14,310.00 | 0.00 | 5,757.12 | 0.00 | 0.00 | 8,552.88 |
| 40R--- 1412 0--- -- ------ | | 14,310.00 | 0.00 | 5,757.12 | 0.00 | 0.00 | 8,552.88 |
| 40R080 1413 0000 00 000000 | Reg Trans Fee Private | 2,100.00 | 0.00 | 2,572.57 | 0.00 | 0.00 | -472.57 |
| 40R--- 1413 0--- -- ------ | | 2,100.00 | 0.00 | 2,572.57 | 0.00 | 0.00 | -472.57 |
| 40R080 1415 0000 00 000000 | Reg Trans Pupil Co-Curr | 28,000.00 | 230.23 | 972.74 | 0.00 | 0.00 | 27,027.26 |
| 40R--- 1415 0--- -- ------ | | 28,000.00 | 230.23 | 972.74 | 0.00 | 0.00 | 27,027.26 |
| 40R080 1442 0000 00 000000 | Sp Ed Trans from SESE | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 40R--- 1442 0--- -- ------ | | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 40R--- 14-- ---- -- ------ | | 45,910.00 | 230.23 | 9,302.43 | 0.00 | 0.00 | 36,607.57 |
| 40R080 1510 0000 00 000000 | Earnings on Investments | 16,500.00 | 397.71 | 1,531.45 | 0.00 | 0.00 | 14,968.55 |
| 40R--- 1510 0--- -- ------ | | 16,500.00 | 397.71 | 1,531.45 | 0.00 | 0.00 | 14,968.55 |
| 40R--- 15-- ---- -- ------ | | 16,500.00 | 397.71 | 1,531.45 | 0.00 | 0.00 | 14,968.55 |
| 40R080 1950 0000 00 000000 | Refund Prior Yr Expense | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 40R--- 1950 0--- -- ------ | | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 40R080 1999 0000 00 000000 | Insrnc Rmb/Othr Misc | 1,500.00 | 0.00 | 8,775.11 | 0.00 | 0.00 | -7,275.11 |
| 40R--- 1999 0--- -- ------ | | 1,500.00 | 0.00 | 8,775.11 | 0.00 | 0.00 | -7,275.11 |
| 40R--- 19-- ---- -- ------ | | 1,525.00 | 0.00 | 8,775.11 | 0.00 | 0.00 | -7,250.11 |
| 40R010 3001 0000 00 000000 | State Aide | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 3001 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 30-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R080 3500 0000 00 000000 | Transportation Regular | 800,000.00 | 0.00 | 394,081.91 | 0.00 | 0.00 | 405,918.09 |
| 40R610 3500 0000 01 610000 | Trans Voc Ed | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 3500 0--- -- ------ | | 800,000.00 | 0.00 | 394,081.91 | 0.00 | 0.00 | 405,918.09 |
| 40R620 3510 0000 00 620000 | State Trans Spec Ed | 200,000.00 | 0.00 | 82,087.37 | 0.00 | 0.00 | 117,912.63 |
| 40R--- 3510 0--- -- ------ | | 200,000.00 | 0.00 | 82,087.37 | 0.00 | 0.00 | 117,912.63 |
| 40R--- 35-- ---- -- ------ | | 1,000,000.00 | 0.00 | 476,169.28 | 0.00 | 0.00 | 523,830.72 |
| 40R160 4880 0000 00 160000 | Education Jobs Fund | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 4880 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 48-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R010 7990 0000 00 000000 | Other-WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4-R--- ---- ---- -- ------ | | 1,557,424.00 | 35,713.25 | 994,757.84 | 0.00 | 0.00 | 562,666.16 |
| 50R010 1114 0000 00 000000 | IMRF Levy | 591,225.00 | 43,206.55 | 598,974.85 | 0.00 | 0.00 | -7,749.85 |
| 50R--- 1114 0--- -- ------ | | 591,225.00 | 43,206.55 | 598,974.85 | 0.00 | 0.00 | -7,749.85 |
| 50R010 1150 0000 00 000000 | Tax Levy Social Security | 295,625.00 | 21,604.10 | 299,499.79 | 0.00 | 0.00 | -3,874.79 |
| 50R--- 1150 0--- -- ------ | | 295,625.00 | 21,604.10 | 299,499.79 | 0.00 | 0.00 | -3,874.79 |
| 50R--- 11-- ---- -- ------ | | 886,850.00 | 64,810.65 | 898,474.64 | 0.00 | 0.00 | -11,624.64 |
| 50R010 1230 0000 00 000000 | Corp Pers Prop Tax | 95,000.00 | 0.00 | 95,000.00 | 0.00 | 0.00 | 0.00 |
| 50R--- 1230 0--- -- ------ | | 95,000.00 | 0.00 | 95,000.00 | 0.00 | 0.00 | 0.00 |
| 50R--- 12-- ---- -- ------ | | 95,000.00 | 0.00 | 95,000.00 | 0.00 | 0.00 | 0.00 |
| 50R010 1510 0000 00 000000 | Earnings on Investments | 9,600.00 | 337.97 | 1,129.76 | 0.00 | 0.00 | 8,470.24 |
| 50R--- 1510 0--- -- ------ | | 9,600.00 | 337.97 | 1,129.76 | 0.00 | 0.00 | 8,470.24 |
| 50R--- 15-- ---- -- ------ | | 9,600.00 | 337.97 | 1,129.76 | 0.00 | 0.00 | 8,470.24 |
| 50R010 7990 0000 00 000000 | Other-WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5-R--- ---- ---- -- ------ | | 991,450.00 | 65,148.62 | 994,604.40 | 0.00 | 0.00 | -3,154.40 |
| 60R010 1510 0000 00 000000 | Cap Projects Int | 5,000.00 | 85.94 | 470.70 | 0.00 | 0.00 | 4,529.30 |
| 60R--- 1510 0--- -- ------ | | 5,000.00 | 85.94 | 470.70 | 0.00 | 0.00 | 4,529.30 |
| 60R--- 15-- ---- -- ------ | | 5,000.00 | 85.94 | 470.70 | 0.00 | 0.00 | 4,529.30 |
| 60R010 1983 0000 00 000000 | School Fac Occp Sales Tax | 542,425.00 | 0.00 | 0.00 | 0.00 | 0.00 | 542,425.00 |
| 60R--- 1983 0--- -- ------ | | 542,425.00 | 0.00 | 0.00 | 0.00 | 0.00 | 542,425.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 60R010 1999 0000 01 000000 | E-Rate Refund | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 1999 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 19-- ---- -- ------ | | 542,425.00 | 0.00 | 0.00 | 0.00 | 0.00 | 542,425.00 |
| 60R010 3925 0000 00 000000 | State Maintenance Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 3925 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 39-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R010 7110 0000 00 000000 | Transfer of Working Cash | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 7110 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 71-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R010 7210 0000 00 000000 | Bonds Sold | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 7210 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 72-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R010 7990 0000 00 000000 | Other WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R010 8990 0000 00 000000 | Transfer to Fund Balance to LS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 8990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60R--- 89-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6-R--- ---- ---- -- ------ | | 547,425.00 | 85.94 | 470.70 | 0.00 | 0.00 | 546,954.30 |
| 70R010 1115 0000 00 000000 | Working Cash Levy | 123,372.00 | 8,771.32 | 124,744.88 | 0.00 | 0.00 | -1,372.88 |
| 70R--- 1115 0--- -- ------ | | 123,372.00 | 8,771.32 | 124,744.88 | 0.00 | 0.00 | -1,372.88 |
| 70R--- 11-- ---- -- ------ | | 123,372.00 | 8,771.32 | 124,744.88 | 0.00 | 0.00 | -1,372.88 |
| 70R010 1510 0000 00 000000 | Earnings on Investments | 10,000.00 | 293.73 | 1,438.48 | 0.00 | 0.00 | 8,561.52 |
| 70R--- 1510 0--- -- ------ | | 10,000.00 | 293.73 | 1,438.48 | 0.00 | 0.00 | 8,561.52 |
| 70R--- 15-- ---- -- ------ | | 10,000.00 | 293.73 | 1,438.48 | 0.00 | 0.00 | 8,561.52 |
| 70R010 7990 0000 00 000000 | Other WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70R010 8110 0000 00 000000 | Abatement of Working Cash | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70R--- 8110 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 70R--- 81-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7-R--- ---- ---- -- ------ | | 133,372.00 | 9,065.05 | 126,183.36 | 0.00 | 0.00 | 7,188.64 |
| 80R010 1120 0000 00 000000 | TORT LEVY | 1,533,000.00 | 110,392.84 | 1,530,348.38 | 0.00 | 0.00 | 2,651.62 |
| 80R--- 1120 0--- -- ------ | | 1,533,000.00 | 110,392.84 | 1,530,348.38 | 0.00 | 0.00 | 2,651.62 |
| 80R--- 11-- ---- -- ------ | | 1,533,000.00 | 110,392.84 | 1,530,348.38 | 0.00 | 0.00 | 2,651.62 |
| 80R010 1510 0000 00 000000 | Tort Int | 6,000.00 | 558.55 | 1,479.78 | 0.00 | 0.00 | 4,520.22 |
| 80R--- 1510 0--- -- ------ | | 6,000.00 | 558.55 | 1,479.78 | 0.00 | 0.00 | 4,520.22 |
| 80R--- 15-- ---- -- ------ | | 6,000.00 | 558.55 | 1,479.78 | 0.00 | 0.00 | 4,520.22 |
| 80R010 1950 0000 00 000000 | Refund of Prior yr Exp | 28,254.00 | 0.00 | 0.00 | 0.00 | 0.00 | 28,254.00 |
| 80R--- 1950 0--- -- ------ | | 28,254.00 | 0.00 | 0.00 | 0.00 | 0.00 | 28,254.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 80R--- 19-- ---- -- ------ | | 28,254.00 | 0.00 | 0.00 | 0.00 | 0.00 | 28,254.00 |
| 80R010 7990 0000 00 000000 | Other WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8-R--- ---- ---- -- ------ | | 1,567,254.00 | 110,951.39 | 1,531,828.16 | 0.00 | 0.00 | 35,425.84 |
| 90R010 1118 0000 00 000000 | Life Safety Levy | 123,372.00 | 8,771.32 | 124,744.88 | 0.00 | 0.00 | -1,372.88 |
| 90R--- 1118 0--- -- ------ | | 123,372.00 | 8,771.32 | 124,744.88 | 0.00 | 0.00 | -1,372.88 |
| 90R--- 11-- ---- -- ------ | | 123,372.00 | 8,771.32 | 124,744.88 | 0.00 | 0.00 | -1,372.88 |
| 90R010 1510 0000 00 000000 | Earnings on Investments | 5,000.00 | 111.38 | 556.30 | 0.00 | 0.00 | 4,443.70 |
| 90R370 1510 0000 00 370000 | L/S Bond Int | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 1510 0--- -- ------ | | 5,000.00 | 111.38 | 556.30 | 0.00 | 0.00 | 4,443.70 |
| 90R--- 15-- ---- -- ------ | | 5,000.00 | 111.38 | 556.30 | 0.00 | 0.00 | 4,443.70 |
| 90R010 1999 0000 00 000000 | Life Safety Other Rev | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 1999 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 19-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R010 3925 0000 00 000000 | State Maint Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 3925 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 39-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R010 7990 0000 00 000000 | Other WR Fund Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 7990 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90R--- 79-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9-R--- ---- ---- -- ------ | | 128,372.00 | 8,882.70 | 125,301.18 | 0.00 | 0.00 | 3,070.82 |
| --R--- ---- ---- -- ------ | | 31,362,652.00 | 2,386,177.08 | 17,777,847.75 | 0.00 | 0.00 | 13,584,804.25 |
| 10E060 1100 1100 00 000000 | Fine Arts Cert Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 1100 1100 00 000000 | 21st Century Sal | 98,000.00 | 27,207.00 | 45,702.00 | 0.00 | 0.00 | 52,298.00 |
| 10E342 1100 1100 00 000000 | ESSER II Instruction Salary | 10,080.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,080.00 |
| 10E470 1100 1100 00 470000 | 21st Century Grant Sal | 50,000.00 | 412.50 | 33,771.50 | 0.00 | 0.00 | 16,228.50 |
| 10E030 1100 1110 00 000000 | Fuel Up 60 Salaries | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 1100 1110 00 000000 | 21st Century TA/Aide Sal | 50,000.00 | 7,630.00 | 14,628.00 | 0.00 | 0.00 | 35,372.00 |
| 10E470 1100 1110 00 470000 | 21st Century Aide Sal | 25,000.00 | 0.00 | 2,915.50 | 0.00 | 0.00 | 22,084.50 |
| 10E190 1100 1200 00 190000 | Title VI Rural Ed Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 1100 1200 00 340000 | ESSER Instruction Sub Salary | 23,500.00 | 0.00 | 2,292.50 | 0.00 | 0.00 | 21,207.50 |
| 10E470 1100 1210 00 470000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1100 1--- -- ------ | | 256,580.00 | 35,249.50 | 99,309.50 | 0.00 | 0.00 | 157,270.50 |
| 10E030 1100 2110 00 000000 | Fuel Up 60 TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 1100 2110 00 000000 | Fine Arts TRS/THIS/NEC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 1100 2110 00 000000 | 21st Century TRS | 20,000.00 | 7,911.42 | 12,237.27 | 0.00 | 0.00 | 7,762.73 |
| 10E190 1100 2110 00 190000 | Title VI Rural Ed TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 1100 2110 00 340000 | ESSER Instrustion TRS | 0.00 | 0.00 | 470.54 | 0.00 | 0.00 | -470.54 |
| 10E342 1100 2110 00 000000 | ESSER II Instruction TRS | 2,102.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,102.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E470 1100 2110 00 470000 | 21st Century TRS | 6,300.00 | -2,035.64 | 3,890.16 | 0.00 | 0.00 | 2,409.84 |
| 10E470 1100 2130 00 470000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 1100 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 1100 2200 00 000000 | ESSER II Insurance Benefit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1100 2--- -- ------ | | 28,402.00 | 5,875.78 | 16,597.97 | 0.00 | 0.00 | 11,804.03 |
| 10E060 1100 3190 00 000000 | Fine Arts Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 1100 3190 00 000000 | 21st Century Student Pur Serv | 25,000.00 | 3,567.75 | 4,104.75 | 0.00 | 0.00 | 20,895.25 |
| 10E340 1100 3190 00 340000 | ESSER Purchase Services | 20,000.00 | 0.00 | 27,065.43 | 0.00 | 0.00 | -7,065.43 |
| 10E342 1100 3190 00 000000 | ESSER II Purchased Services | 145,000.00 | 0.00 | 143,244.37 | 15,318.00 | 240.00 | -13,802.37 |
| 10E370 1100 3190 00 370000 | Digital Equity Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 1100 3190 00 470000 | 21st Century Pur Serv | 13,000.00 | 0.00 | 10,264.20 | 0.00 | 299.85 | 2,435.95 |
| 10E680 1100 3190 00 680000 | CarrieWinters Math/Sci Pur Ser | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 1100 3230 00 000000 | Fine Art Rep Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1100 3--- -- ------ | | 203,000.00 | 3,567.75 | 184,678.75 | 15,318.00 | 539.85 | 2,463.40 |
| 10E030 1100 4100 00 000000 | Fuel Up 60 Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 1100 4100 00 000000 | Fine Arts Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 1100 4100 00 000000 | 21st Century supplies | 26,000.00 | 719.15 | 916.01 | 0.00 | 461.08 | 24,622.91 |
| 10E340 1100 4100 00 340000 | ESSER Supplies | 3,625.00 | 0.00 | 930.20 | 0.00 | 0.00 | 2,694.80 |
| 10E342 1100 4100 00 000000 | ESSER II Supplies | 305,000.00 | 4,294.98 | 117,400.93 | 0.00 | 8,907.42 | 178,691.65 |
| 10E370 1100 4100 00 370000 | Digital Equity - Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 1100 4100 00 470000 | 21st Century Supplies | 9,500.00 | 45.97 | 24,153.56 | 0.00 | 27,117.76 | -41,771.32 |
| 10E680 1100 4100 00 680000 | CarrieWinters Math/Sci Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1100 4--- -- ------ | | 344,125.00 | 5,060.10 | 143,400.70 | 0.00 | 36,486.26 | 164,238.04 |
| 10E060 1100 5500 00 000000 | Fine Arts Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E190 1100 5500 00 190000 | Title VI Rural Ed Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 1100 5500 00 340000 | ESSER Equipment | 550.00 | 0.00 | 0.00 | 0.00 | 0.00 | 550.00 |
| 10E342 1100 5500 00 000000 | ESSER II Equipment | 460,283.00 | 0.00 | 221,119.94 | 0.00 | 0.00 | 239,163.06 |
| 10E370 1100 5500 00 370000 | Digital Equity - Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 1100 5500 00 470000 | 21st Century Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1100 5--- -- ------ | | 460,833.00 | 0.00 | 221,119.94 | 0.00 | 0.00 | 239,713.06 |
| 10E020 1110 1100 00 000000 | RCES Teach Sal | 2,130,652.00 | 202,571.40 | 1,010,392.31 | 0.00 | 0.00 | 1,120,259.69 |
| 10E030 1110 1100 00 000000 | WRES Teach Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E160 1110 1100 00 160000 | Ed Jobs Fund Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 1110 00 000000 | RCES Aide/TA Sal | 49,329.00 | 8,109.83 | 27,070.37 | 0.00 | 0.00 | 22,258.63 |
| 10E030 1110 1110 00 000000 | WRES Aid/TAr Sal | 0.00 | 0.00 | 14.00 | 0.00 | 0.00 | -14.00 |
| 10E020 1110 1200 00 000000 | RCES Sub Teach Sal | 115,000.00 | 11,881.47 | 38,414.04 | 0.00 | 0.00 | 76,585.96 |
| 10E030 1110 1200 00 000000 | WRES Sub Teach Sal | 0.00 | 0.00 | 262.50 | 0.00 | 0.00 | -262.50 |
| 10E020 1110 1210 00 000000 | RCES Sub Teach Aide Sal | 16,000.00 | 3,347.75 | 11,439.50 | 0.00 | 0.00 | 4,560.50 |
| 10E--- 1110 1--- -- ------ | | 2,310,981.00 | 225,910.45 | 1,087,592.72 | 0.00 | 0.00 | 1,223,388.28 |
| 10E020 1110 2110 00 000000 | RCES TRS | 285,000.00 | 23,465.10 | 71,700.26 | 0.00 | 0.00 | 213,299.74 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E030 1110 2110 00 000000 | WRES TRS | 0.00 | 0.00 | 4.07 | 0.00 | 0.00 | -4.07 |
| 10E160 1110 2110 00 160000 | Ed Jobs Fund TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 2130 00 000000 | RCES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 2200 00 000000 | RCES Ins Benefit | 250,000.00 | 18,929.67 | 94,040.35 | 0.00 | 0.00 | 155,959.65 |
| 10E030 1110 2200 00 000000 | WRES Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E160 1110 2200 00 160000 | Ed Jobs Fund Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1110 2--- -- ------ | | 535,000.00 | 42,394.77 | 165,744.68 | 0.00 | 0.00 | 369,255.32 |
| 10E020 1110 3190 00 000000 | RCES Pur Ser Agreements | 26,000.00 | 14,025.00 | 40,488.92 | 0.00 | 4,623.00 | -19,111.92 |
| 10E030 1110 3190 00 000000 | WRES Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E670 1110 3190 00 000000 | Tiger Safari Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 3230 00 000000 | RCES Repair/Maintenance | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E020 1110 3230 61 000000 | RCES Computer Rep/Maint | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E030 1110 3230 00 000000 | WRES Rep.Main | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 3230 61 000000 | WRES Computer Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 3240 00 000000 | RCES Copier Repair | 2,500.00 | 134.00 | 588.00 | 0.00 | 1,412.00 | 500.00 |
| 10E030 1110 3240 00 000000 | WRES Copier Rep Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 3260 00 000000 | RCES Postage | 6,000.00 | 3.00 | 3.00 | 0.00 | 40.66 | 5,956.34 |
| 10E030 1110 3260 00 000000 | WRES Postage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 3320 00 000000 | RCES Travel | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E030 1110 3320 00 000000 | WRES TRAVEL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 3400 00 000000 | RCES Internet | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 3400 00 000000 | WRES Internet | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1110 3--- -- ------ | | 36,000.00 | 14,162.00 | 41,079.92 | 0.00 | 6,075.66 | -11,155.58 |
| 10E020 1110 4100 00 000000 | RCES Supplies | 38,500.00 | 8,728.29 | 37,650.49 | 0.00 | 7,802.43 | -6,952.92 |
| 10E020 1110 4100 02 000000 | RCES Art Supplies | 7,165.00 | 1,360.22 | 4,382.75 | 0.00 | 322.28 | 2,459.97 |
| 10E020 1110 4100 05 000000 | RCES Read 180 Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4100 06 000000 | RCES Spanish Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4100 12 000000 | RCES Music Supplies | 1,500.00 | -55.16 | 955.29 | 0.00 | 0.00 | 544.71 |
| 10E020 1110 4100 13 000000 | RCES Science Supp | 5,000.00 | 96.21 | 1,112.46 | 0.00 | 0.40 | 3,887.14 |
| 10E020 1110 4100 50 000000 | RCES PE Supplies | 1,300.00 | 0.00 | 1,168.44 | 0.00 | 27.94 | 103.62 |
| 10E020 1110 4100 61 000000 | RCES Computer Supplies | 6,000.00 | 953.43 | 1,678.11 | 0.00 | 216.57 | 4,105.32 |
| 10E030 1110 4100 00 000000 | WRES Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 4100 02 000000 | WRES Art Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 4100 12 000000 | WRES Music Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 4100 50 000000 | WRES PE Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 4100 61 000000 | WRES Computer Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E190 1110 4100 00 190000 | Title VI Rural Ed Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E270 1110 4100 00 270000 | Title I S&A Supplies | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 10E670 1110 4100 00 670000 | Tiger Safari Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4110 00 000000 | RCES Instructional Supp | 200.00 | 0.00 | 21.96 | 0.00 | 0.00 | 178.04 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E020 1110 4130 00 000000 | RCES ID Badge Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4200 00 000000 | RCES New Textbooks | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E030 1110 4200 00 000000 | WRES New Textbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4210 00 000000 | RCES Replacement Textbks | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E030 1110 4210 00 000000 | WRES Replacement Textbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4220 00 000000 | RCES Workbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 4220 00 000000 | WRES Workbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4240 00 000000 | RCES Copier Paper/Toner | 9,000.00 | 1,248.00 | 4,104.95 | 0.00 | 5,895.05 | -1,000.00 |
| 10E030 1110 4240 00 000000 | WRES Copier Paper/Toner | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4250 00 000000 | RCES Copier Parts | 8,000.00 | 607.00 | 1,358.00 | 0.00 | 6,142.00 | 500.00 |
| 10E030 1110 4250 00 000000 | WRES Copier Parts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 1110 4700 00 000000 | RCES Software | 10,000.00 | 0.00 | 1,499.00 | 0.00 | 1,236.00 | 7,265.00 |
| 10E030 1110 4700 00 000000 | WRES Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1110 4--- -- ------ | | 91,915.00 | 12,937.99 | 53,931.45 | 0.00 | 21,642.67 | 16,340.88 |
| 10E020 1110 5500 00 000000 | RCES Equipment | 2,000.00 | 0.00 | 1,799.98 | 0.00 | 0.00 | 200.02 |
| 10E020 1110 5500 61 000000 | RCES Computer Equipment | 0.00 | 898.91 | 898.91 | 0.00 | 0.00 | -898.91 |
| 10E030 1110 5500 00 000000 | WRES Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 1110 5500 61 000000 | WRES Computer Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1110 5--- -- ------ | | 2,000.00 | 898.91 | 2,698.89 | 0.00 | 0.00 | -698.89 |
| 10E040 1120 1100 00 000000 | RCMS Teach Sal | 1,272,500.00 | 117,004.62 | 574,039.14 | 0.00 | 0.00 | 698,460.86 |
| 10E160 1120 1100 00 160000 | Ed Jobs Fund Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 1110 00 000000 | RCMS TA/Aide Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 1200 00 000000 | RCMS Sub Teach Sal | 20,000.00 | 6,009.65 | 10,399.65 | 0.00 | 0.00 | 9,600.35 |
| 10E040 1120 1210 00 000000 | RCMS Sub TA/Aide Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 1400 00 000000 | Bass Tutoring Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1120 1--- -- ------ | | 1,292,500.00 | 123,014.27 | 584,438.79 | 0.00 | 0.00 | 708,061.21 |
| 10E040 1120 2110 00 000000 | RCMS TRS | 165,000.00 | 13,594.02 | 40,600.41 | 0.00 | 0.00 | 124,399.59 |
| 10E160 1120 2110 00 160000 | Ed Jobs Fund TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E160 1120 2130 00 160000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 2200 00 000000 | RCMS Ins Benefit | 151,800.00 | 12,206.00 | 58,230.00 | 0.00 | 0.00 | 93,570.00 |
| 10E160 1120 2200 00 160000 | Ed Jobs Fund Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1120 2--- -- ------ | | 316,800.00 | 25,800.02 | 98,830.41 | 0.00 | 0.00 | 217,969.59 |
| 10E040 1120 3190 00 000000 | RCMS Pur Serv Agreements | 23,350.00 | 0.00 | 9,342.68 | 0.00 | 15,525.00 | -1,517.68 |
| 10E040 1120 3190 05 000000 | RCMS Lang Arts Purchase Servic | 96.00 | 8.99 | 8.99 | 0.00 | 0.00 | 87.01 |
| 10E040 1120 3190 11 000000 | RCMS Math Pur Serv | 0.00 | 0.00 | 1,689.00 | 0.00 | 0.00 | -1,689.00 |
| 10E040 1120 3190 61 000000 | RCMS Comp Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E730 1120 3190 00 730000 | JFF Tech Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 3230 00 000000 | RCMS Repair/Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 3230 61 000000 | RCMS Computer Rep/Maint | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E040 1120 3240 00 000000 | RCMS Copier Repair ONLY | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 10E040 1120 3260 00 000000 | RCMS Postage | 3,000.00 | 0.00 | 0.00 | 0.00 | 40.66 | 2,959.34 |
| 10E040 1120 3320 00 000000 | RCMS Travel | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E040 1120 3400 00 000000 | RCMS Internet | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1120 3--- -- ------ | | 28,446.00 | 8.99 | 11,040.67 | 0.00 | 15,565.66 | 1,839.67 |
| 10E040 1120 4100 00 000000 | RCMS Gen Classsroom Supp | 3,500.00 | 200.43 | 1,541.06 | 0.00 | 7,856.83 | -5,897.89 |
| 10E040 1120 4100 02 000000 | RCMS Art Supplies | 2,000.00 | 1,208.44 | 1,208.44 | 0.00 | 707.35 | 84.21 |
| 10E040 1120 4100 05 000000 | RCMS Lang Art Supp | 654.00 | 0.00 | 120.00 | 0.00 | 0.00 | 534.00 |
| 10E040 1120 4100 08 000000 | RCMS Health Class Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4100 10 000000 | RCMS Enrichment Class Supplies | 250.00 | 0.00 | 0.00 | 0.00 | 2,669.61 | -2,419.61 |
| 10E040 1120 4100 11 000000 | RCMS Math Supplies | 1,000.00 | 44.37 | 150.35 | 0.00 | 154.00 | 695.65 |
| 10E040 1120 4100 12 000000 | RCMS Band Supp | 2,400.00 | 220.66 | 1,175.09 | 0.00 | 0.00 | 1,224.91 |
| 10E040 1120 4100 13 000000 | RCMS Science Supplies | 2,000.00 | 145.11 | 145.11 | 0.00 | 352.98 | 1,501.91 |
| 10E040 1120 4100 15 000000 | RCMS Social Studies Supp | 750.00 | 0.00 | 324.99 | 0.00 | 0.00 | 425.01 |
| 10E040 1120 4100 50 000000 | RCMS PE Supplies | 1,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,300.00 |
| 10E040 1120 4100 61 000000 | RCMS Computer Supplies | 11,650.00 | 826.56 | 975.28 | 0.00 | 1,489.50 | 9,185.22 |
| 10E040 1120 4100 80 000000 | RCMS Chorus Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E120 1120 4100 00 120000 | Laptop Grant Instruc Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 1120 4100 00 170000 | NCTM Math Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E730 1120 4100 00 730000 | JFF Tech Supp | 25,158.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25,158.00 |
| 10E040 1120 4110 00 000000 | RCMS Intergraded Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4120 00 000000 | RCMS Read 180 Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4130 00 000000 | RCMS ID Badge Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4200 00 000000 | RCMS New Textbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4210 00 000000 | RCMS Replace Textbooks | 1,135.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,135.00 |
| 10E040 1120 4220 00 000000 | RCMS Workbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4230 00 000000 | RCMS A.R. Books | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E040 1120 4240 00 000000 | RCMS Copier Riso Ppr/Tnr | 5,000.00 | 0.00 | 2,192.50 | 0.00 | 0.00 | 2,807.50 |
| 10E040 1120 4700 00 000000 | RCMS Software | 5,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,300.00 |
| 10E120 1120 4700 00 120000 | Laptop Grant Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4900 00 000000 | RCMS PE Locks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 4910 00 000000 | RCMS PE Uniforms | 7,500.00 | 0.00 | 7,274.00 | 0.00 | 0.00 | 226.00 |
| 10E--- 1120 4--- -- ------ | | 69,897.00 | 2,645.57 | 15,106.82 | 0.00 | 13,230.27 | 41,559.91 |
| 10E040 1120 5500 00 000000 | RCMS Equipment | 6,150.00 | 0.00 | 5,594.96 | 0.00 | 0.00 | 555.04 |
| 10E040 1120 5500 50 000000 | RCMS PE Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1120 5500 61 000000 | RCMS Computer Equipment | 2,000.00 | 899.18 | 899.18 | 0.00 | 0.00 | 1,100.82 |
| 10E040 1120 5500 80 000000 | RCMS Band & Chorus Equip | 2,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,400.00 |
| 10E120 1120 5500 00 120000 | Laptop Grant Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E730 1120 5500 00 730000 | JFF Tech Equip | 12,792.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,792.00 |
| 10E--- 1120 5--- -- ------ | | 23,342.00 | 899.18 | 6,494.14 | 0.00 | 0.00 | 16,847.86 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E110 1125 1100 00 110000 | Pre K Teacher Salary | 0.00 | 0.00 | 36,048.16 | 0.00 | 0.00 | -36,048.16 |
| 10E210 1125 1100 00 210000 | Roe Pre K Teach Salary | 0.00 | 0.00 | 182.00 | 0.00 | 0.00 | -182.00 |
| 10E510 1125 1100 00 510000 | Pre K Teacher Salary | 200,000.00 | 20,440.76 | 67,198.95 | 0.00 | 0.00 | 132,801.05 |
| 10E110 1125 1110 00 110000 | Pre K Aide Salary | 0.00 | 0.00 | -5,068.60 | 0.00 | 0.00 | 5,068.60 |
| 10E210 1125 1110 00 210000 | ROE Pre K Aide Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 1110 00 510000 | Pre K Aide Salary | 100,000.00 | 8,675.12 | 48,589.12 | 0.00 | 0.00 | 51,410.88 |
| 10E110 1125 1200 00 110000 | Pre K Sub Teach Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E210 1125 1200 00 210000 | ROE Pre K Sub Teach Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 1200 00 510000 | Pre K Sub Teach Salary | 0.00 | 525.00 | 5,611.70 | 0.00 | 0.00 | -5,611.70 |
| 10E110 1125 1210 00 110000 | Pre K Sub Aide Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E210 1125 1210 00 210000 | ROE Pre K Sub Aide Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 1210 00 510000 | Pre K Sub Aide Salary | 0.00 | 186.55 | 773.50 | 0.00 | 0.00 | -773.50 |
| 10E--- 1125 1--- -- ------ | | 300,000.00 | 29,827.43 | 153,334.83 | 0.00 | 0.00 | 146,665.17 |
| 10E110 1125 2110 00 110000 | Pre K TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E210 1125 2110 00 210000 | ROE Pre K TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 2110 00 510000 | Pre K TRS | 30,000.00 | 2,729.98 | 8,934.01 | 0.00 | 0.00 | 21,065.99 |
| 10E110 1125 2130 00 110000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E210 1125 2130 00 210000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 1125 2200 00 110000 | Pre K Ins Ben | 0.00 | 0.00 | 6,488.00 | 0.00 | 0.00 | -6,488.00 |
| 10E210 1125 2200 00 210000 | ROE Pre K Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 2200 00 510000 | Pre K Ins Ben | 30,000.00 | 3,968.70 | 12,516.40 | 0.00 | 0.00 | 17,483.60 |
| 10E--- 1125 2--- -- ------ | | 60,000.00 | 6,698.68 | 27,938.41 | 0.00 | 0.00 | 32,061.59 |
| 10E110 1125 3190 00 110000 | Pre K Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 3190 00 510000 | Pre K Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 1,990.00 | -1,990.00 |
| 10E--- 1125 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 1,990.00 | -1,990.00 |
| 10E110 1125 4100 00 110000 | Pre K Supplies | 17,138.00 | 0.00 | 11,823.88 | 0.00 | -14,943.58 | 20,257.70 |
| 10E210 1125 4100 00 210000 | ROE Pre K Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 1125 4100 00 510000 | Pre K Supplies | 24,000.00 | 0.00 | 88.13 | 0.00 | 161.87 | 23,750.00 |
| 10E--- 1125 4--- -- ------ | | 41,138.00 | 0.00 | 11,912.01 | 0.00 | -14,781.71 | 44,007.70 |
| 10E110 1125 5500 00 110000 | Pre K Equip | 2,550.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,550.00 |
| 10E510 1125 5500 00 510000 | Pre K Equip | 4,250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,250.00 |
| 10E--- 1125 5--- -- ------ | | 6,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,800.00 |
| 10E510 1125 6900 00 510000 | Refund of PreK Proceeds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1125 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 1100 00 000000 | RCHS Teacher Salary | 1,354,000.00 | 128,732.16 | 639,211.61 | 0.00 | 0.00 | 714,788.39 |
| 10E160 1130 1100 00 160000 | Ed Jobs Fund Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 1110 00 000000 | RCHS Aide/Asst Sal | 0.00 | 5,765.94 | 19,835.34 | 0.00 | 0.00 | -19,835.34 |
| 10E050 1130 1200 00 000000 | RCHS Sub Teach Sal | 40,000.00 | 3,887.50 | 7,325.00 | 0.00 | 0.00 | 32,675.00 |
| 10E050 1130 1210 00 000000 | RCHS Sub Aide/Asst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 1300 00 000000 | RCHS Remedial Tutoring | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1130 1--- -- ------ | | 1,394,000.00 | 138,385.60 | 666,371.95 | 0.00 | 0.00 | 727,628.05 |
| 10E050 1130 2110 00 000000 | RCHS Teach TRS | 181,100.00 | 15,689.72 | 48,803.51 | 0.00 | 0.00 | 132,296.49 |
| 10E160 1130 2110 00 160000 | Ed Jobs Fund TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 2200 00 000000 | RCHS Ins Benefit | 165,276.00 | 14,951.00 | 68,157.00 | 0.00 | 0.00 | 97,119.00 |
| 10E160 1130 2200 00 160000 | Ed Jobs Fund Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1130 2--- -- ------ | | 346,376.00 | 30,640.72 | 116,960.51 | 0.00 | 0.00 | 229,415.49 |
| 10E050 1130 3190 00 000000 | RCHS Purchase Serv | 25,000.00 | 0.00 | 5,964.65 | 0.00 | 0.00 | 19,035.35 |
| 10E050 1130 3190 06 000000 | RCHS Foreign Lang P/S | 303.00 | 0.00 | 0.00 | 0.00 | 0.00 | 303.00 |
| 10E050 1130 3190 12 000000 | RCHS Vocal Music Pur Ser | 1,510.00 | 280.00 | 280.00 | 600.00 | 0.00 | 630.00 |
| 10E050 1130 3190 13 000000 | RCHS Science Pur Serv | 95.00 | 0.00 | 0.00 | 0.00 | 0.00 | 95.00 |
| 10E050 1130 3190 50 000000 | RCHS PE Purchase Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 3190 60 000000 | RCHS Ren Scholarship | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E050 1130 3190 80 000000 | RCHS Instr Music Pur Ser | 6,215.00 | 0.00 | 4,132.53 | 0.00 | 1,676.00 | 406.47 |
| 10E290 1130 3190 00 290000 | JFF Bio Med Purchase Service | 2,000.00 | 0.00 | 2,200.00 | 0.00 | 0.00 | -200.00 |
| 10E050 1130 3230 00 000000 | RCHS Repair/Maint | 750.00 | 82.00 | 264.00 | 0.00 | 236.00 | 250.00 |
| 10E050 1130 3230 02 000000 | RCHS Art Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 3230 13 000000 | RCHS Science Rep/Maint | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E050 1130 3230 61 000000 | RCHS Computer Rep/Maint | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E050 1130 3230 80 000000 | RCHS Instr Mus Rep/Maint | 3,530.00 | 0.00 | 0.00 | 0.00 | 3,529.00 | 1.00 |
| 10E050 1130 3240 00 000000 | RCHS Copier Repair Only | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E050 1130 3260 00 000000 | RCHS Postage | 8,000.00 | 0.00 | 0.00 | 0.00 | 40.68 | 7,959.32 |
| 10E050 1130 3310 80 000000 | RCHS Summer Band Trip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 3320 00 000000 | RCHS Travel | 2,000.00 | 128.80 | 128.80 | 0.00 | 9.95 | 1,861.25 |
| 10E050 1130 3320 12 000000 | RCHS Vocal Travel | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E050 1130 3320 80 000000 | RCHS Band Travel | 1,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 |
| 10E050 1130 3400 00 000000 | RCHS Internet | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 10E--- 1130 3--- -- ------ | | 61,203.00 | 490.80 | 12,969.98 | 600.00 | 5,491.63 | 42,141.39 |
| 10E050 1130 4100 00 000000 | RCHS Gen Clsrm Supplies | 10,000.00 | 805.51 | 3,574.46 | 0.00 | 69.95 | 6,355.59 |
| 10E050 1130 4100 02 000000 | RCHS Art Supplies | 5,400.00 | 1,060.93 | 4,494.33 | 894.28 | 2,340.32 | -2,328.93 |
| 10E050 1130 4100 05 000000 | RCHS Drama | 800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 800.00 |
| 10E050 1130 4100 06 000000 | RCHS Foreign Lang Supp | 775.00 | 27.71 | 725.71 | 0.00 | 42.54 | 6.75 |
| 10E050 1130 4100 08 000000 | RCHS Health Supplies | 245.00 | 0.00 | 0.00 | 0.00 | 0.00 | 245.00 |
| 10E050 1130 4100 11 000000 | RCHS Math Supplies | 2,905.00 | 970.19 | 1,118.18 | 0.00 | 423.80 | 1,363.02 |
| 10E050 1130 4100 12 000000 | RCHS Vocal Music Supp | 1,190.00 | 32.00 | 551.86 | 0.00 | 472.79 | 165.35 |
| 10E050 1130 4100 13 000000 | RCHS Science Supplies | 6,350.00 | 809.33 | 1,690.66 | 0.00 | 0.29 | 4,659.05 |
| 10E050 1130 4100 15 000000 | RCHS Social Studies Supp | 1,215.00 | 0.00 | 250.98 | 0.00 | 82.00 | 882.02 |
| 10E050 1130 4100 28 000000 | RCHS Communications Supp | 810.00 | 59.98 | 74.13 | 0.00 | 345.85 | 390.02 |
| 10E050 1130 4100 50 000000 | RCHS PE Supplies | 2,505.00 | 642.51 | 810.81 | 0.00 | 284.78 | 1,409.41 |
| 10E050 1130 4100 60 000000 | RCHS Renaissance Supp | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E050 1130 4100 61 000000 | RCHS Computer Supplies | 5,000.00 | 464.36 | 627.63 | 0.00 | 130.06 | 4,242.31 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 1130 4100 80 000000 | RCHS Instrum Music Supp | 1,242.00 | 0.00 | 0.00 | 0.00 | 603.50 | 638.50 |
| 10E050 1130 4100 90 000000 | RCHS Transition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E290 1130 4100 00 290000 | JFF Bio Med | 10,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,300.00 |
| 10E050 1130 4120 00 000000 | RCHS Read 180 Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 4130 00 000000 | RCHS ID Badge Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 4140 00 000000 | RCHS Temp Badge Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 4200 00 000000 | RCHS New Textbooks | 5,700.00 | 0.00 | 165.80 | 0.00 | -165.80 | 5,700.00 |
| 10E050 1130 4210 00 000000 | RCHS Replacement Textbks | 1,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 10E050 1130 4220 00 000000 | RCHS Workbooks | 5,500.00 | 0.00 | 2,466.16 | 0.00 | 0.00 | 3,033.84 |
| 10E050 1130 4240 00 000000 | RCHS Copier Paper/Toner | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E050 1130 4400 06 000000 | RCHS Foreign Language Subscrpt | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 4700 00 000000 | RCHS Software | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 10E050 1130 4900 00 000000 | RCHS Student Locks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1130 4910 00 000000 | RCHS PE Uniforms | 9,550.00 | 0.00 | 5,335.00 | 0.00 | 450.00 | 3,765.00 |
| 10E--- 1130 4--- -- ------ | | 78,787.00 | 4,872.52 | 21,885.71 | 894.28 | 5,080.08 | 50,926.93 |
| 10E050 1130 5500 00 000000 | RCHS Equipment | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| 10E050 1130 5500 02 000000 | RCHS Art Equipment | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 10E050 1130 5500 61 000000 | RCHS Computer Equipment | 2,000.00 | 898.91 | 898.91 | 0.00 | 0.00 | 1,101.09 |
| 10E050 1130 5500 80 000000 | RCHS Instru Music Equipment | 3,125.00 | 0.00 | 0.00 | 0.00 | 2,163.00 | 962.00 |
| 10E--- 1130 5--- -- ------ | | 17,625.00 | 898.91 | 898.91 | 0.00 | 2,163.00 | 14,563.09 |
| 10E570 1140 1110 00 570000 | Reading Improv TA Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1140 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E570 1140 2200 00 570000 | Reading Improv Ins Ben Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1140 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E570 1140 4200 00 570000 | Reading Improv Books | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1140 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 1170 1100 00 330000 | Title II Teach Qual Salary | 0.00 | 0.00 | 11,941.36 | 0.00 | 0.00 | -11,941.36 |
| 10E530 1170 1100 00 530000 | Title II Teach Sal | 75,000.00 | 3,077.82 | 17,050.95 | 0.00 | 0.00 | 57,949.05 |
| 10E330 1170 1200 00 330000 | Title II sub salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E530 1170 1200 00 530000 | Title II sub salary | 2,000.00 | 210.00 | 267.50 | 0.00 | 0.00 | 1,732.50 |
| 10E--- 1170 1--- -- ------ | | 77,000.00 | 3,287.82 | 29,259.81 | 0.00 | 0.00 | 47,740.19 |
| 10E330 1170 2110 00 330000 | Title II Teach Qual TRS | 4,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,200.00 |
| 10E530 1170 2110 00 530000 | Title II Teach TRS | 17,000.00 | 708.79 | 3,031.22 | 0.00 | 0.00 | 13,968.78 |
| 10E330 1170 2200 00 330000 | Title II Teach Qual Ins Benefi | 0.00 | 0.00 | 4.00 | 0.00 | 0.00 | -4.00 |
| 10E530 1170 2200 00 530000 | Title II Ins Ben | 25.00 | 1.00 | 3.00 | 0.00 | 0.00 | 22.00 |
| 10E--- 1170 2--- -- ------ | | 21,225.00 | 709.79 | 3,038.22 | 0.00 | 0.00 | 18,186.78 |
| 10E710 1180 3190 00 710000 | Elementary Careers Purchase Se | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1180 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E710 1180 4100 00 710000 | Elememtary Career Supplies | 887.00 | 0.00 | 0.00 | 0.00 | 0.00 | 887.00 |
| 10E--- 1180 4--- -- ------ | | 887.00 | 0.00 | 0.00 | 0.00 | 0.00 | 887.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 11-- ---- -- ------ | | 8,404,862.00 | 714,237.55 | 3,776,635.69 | 16,812.28 | 93,483.37 | 4,517,930.66 |
| 10E140 1203 1100 00 140000 | EMH Teacher Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1203 1110 00 140000 | EMH Aide/Asst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1203 1200 00 140000 | EMH Sub Teach Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1203 1210 00 140000 | EMH Sub Aide/Asst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1203 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1203 2110 00 140000 | EMH Teacher TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1203 2200 00 140000 | EMH Insurance Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1203 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1203 3320 00 920000 | EMH Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1203 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1203 4100 00 920000 | EMH Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1203 4200 00 920000 | EMH Textbks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1203 4220 00 920000 | EMH Workbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1203 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1203 5500 00 920000 | EMH Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1203 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1204 1110 00 140000 | Prsnl Aide/Asst Sal | 125,000.00 | 13,834.04 | 63,516.42 | 0.00 | 0.00 | 61,483.58 |
| 10E140 1204 1200 00 140000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1204 1210 00 140000 | Prsnl Aide/Ast Sub Sal | 5,000.00 | 404.95 | 1,380.75 | 0.00 | 0.00 | 3,619.25 |
| 10E--- 1204 1--- -- ------ | | 130,000.00 | 14,238.99 | 64,897.17 | 0.00 | 0.00 | 65,102.83 |
| 10E140 1204 2110 00 140000 | Prsnl Aide/Ast TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1204 2130 00 140000 | Prsnl Aide FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1204 2200 00 140000 | Prsnl Aide/Ast Ins Ben | 13,000.00 | 923.81 | 5,542.79 | 0.00 | 0.00 | 7,457.21 |
| 10E--- 1204 2--- -- ------ | | 13,000.00 | 923.81 | 5,542.79 | 0.00 | 0.00 | 7,457.21 |
| 10E920 1204 4100 00 920000 | Ind Supp 504 status | 200.00 | 0.00 | 0.00 | 0.00 | 50.00 | 150.00 |
| 10E--- 1204 4--- -- ------ | | 200.00 | 0.00 | 0.00 | 0.00 | 50.00 | 150.00 |
| 10E920 1204 5500 00 920000 | Ind Equip 504 Status | 850.00 | 0.00 | 0.00 | 0.00 | 0.00 | 850.00 |
| 10E--- 1204 5--- -- ------ | | 850.00 | 0.00 | 0.00 | 0.00 | 0.00 | 850.00 |
| 10E140 1205 1100 00 140000 | LD Teacher Sal | 250,000.00 | 17,123.74 | 79,781.10 | 0.00 | 0.00 | 170,218.90 |
| 10E140 1205 1110 00 140000 | LD Aide/Asst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1205 1200 00 140000 | LD Sub Teacher Sal | 5,000.00 | 2,409.33 | 6,785.42 | 0.00 | 0.00 | -1,785.42 |
| 10E140 1205 1210 00 140000 | LD Sub Aide/Asst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1205 1300 00 140000 | Late Stay Salaries | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E--- 1205 1--- -- ------ | | 256,500.00 | 19,533.07 | 86,566.52 | 0.00 | 0.00 | 169,933.48 |
| 10E140 1205 2110 00 140000 | LD Teacher TRS | 23,000.00 | 1,747.64 | 5,251.51 | 0.00 | 0.00 | 17,748.49 |
| 10E140 1205 2200 00 140000 | LD Insurance Ben | 22,500.00 | 1,830.00 | 8,730.00 | 0.00 | 0.00 | 13,770.00 |
| 10E--- 1205 2--- -- ------ | | 45,500.00 | 3,577.64 | 13,981.51 | 0.00 | 0.00 | 31,518.49 |
| 10E920 1205 3190 00 920000 | LD Speaker Fee | 1,300.00 | 375.00 | 2,800.00 | 0.00 | 0.00 | -1,500.00 |
| 10E920 1205 3320 00 920000 | LD Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1205 3--- -- ------ | | 1,300.00 | 375.00 | 2,800.00 | 0.00 | 0.00 | -1,500.00 |
| 10E920 1205 4100 00 920000 | LD Self Cont Supp | 3,500.00 | 0.00 | 335.88 | 0.00 | 0.00 | 3,164.12 |
| 10E920 1205 4110 00 920000 | LD Inclusion Supplies | 925.00 | 0.00 | 0.00 | 0.00 | 0.00 | 925.00 |
| 10E920 1205 4200 00 920000 | LD Self Cont Txtbks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1205 4220 00 920000 | LD Inclus Wkbks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1205 4--- -- ------ | | 4,425.00 | 0.00 | 335.88 | 0.00 | 0.00 | 4,089.12 |
| 10E920 1205 5500 00 920000 | LD Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1205 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E280 1206 1110 00 280000 | Visual Aide Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E280 1206 1210 00 280000 | Visual Aide Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1206 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E280 1206 2200 00 280000 | Visual Aide Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1206 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1206 4100 00 920000 | Visual Imp Supplies | 1,240.00 | 0.00 | 319.00 | 0.00 | 100.00 | 821.00 |
| 10E--- 1206 4--- -- ------ | | 1,240.00 | 0.00 | 319.00 | 0.00 | 100.00 | 821.00 |
| 10E920 1206 5500 00 920000 | Visual Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1206 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1207 3230 00 920000 | Hearing Imprd Rep/Maint | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 1207 3--- -- ------ | | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E920 1207 4100 00 920000 | Hearing Imprd Supplies | 1,750.00 | 0.00 | 0.00 | 0.00 | 100.00 | 1,650.00 |
| 10E--- 1207 4--- -- ------ | | 1,750.00 | 0.00 | 0.00 | 0.00 | 100.00 | 1,650.00 |
| 10E920 1207 5500 00 920000 | Hearing Equipment | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E--- 1207 5--- -- ------ | | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E920 1212 4100 00 920000 | RCHS ED Supp | 300.00 | 0.00 | 0.00 | 0.00 | 100.00 | 200.00 |
| 10E--- 1212 4--- -- ------ | | 300.00 | 0.00 | 0.00 | 0.00 | 100.00 | 200.00 |
| 10E280 1213 1100 00 280000 | Homebound Teach Sal | 26,832.00 | 1,920.00 | 5,160.00 | 0.00 | 0.00 | 21,672.00 |
| 10E--- 1213 1--- -- ------ | | 26,832.00 | 1,920.00 | 5,160.00 | 0.00 | 0.00 | 21,672.00 |
| 10E280 1213 2110 00 280000 | Homebound Teach TRS | 2,683.00 | 119.72 | 355.39 | 0.00 | 0.00 | 2,327.61 |
| 10E--- 1213 2--- -- ------ | | 2,683.00 | 119.72 | 355.39 | 0.00 | 0.00 | 2,327.61 |
| 10E920 1213 3190 00 920000 | Homebound Pur Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1213 3320 00 920000 | Homebound Travel | 1,000.00 | 55.78 | 120.86 | 0.00 | 0.00 | 879.14 |
| 10E--- 1213 3--- -- ------ | | 1,000.00 | 55.78 | 120.86 | 0.00 | 0.00 | 879.14 |
| 10E140 1216 1100 00 140000 | Autism Cert Sal | 0.00 | 842.80 | 842.80 | 0.00 | 0.00 | -842.80 |
| 10E280 1216 1110 00 280000 | Autism Aide Sal | 50,000.00 | 3,056.38 | 14,359.18 | 0.00 | 0.00 | 35,640.82 |
| 10E140 1216 1200 00 140000 | | 0.00 | 182.00 | 182.00 | 0.00 | 0.00 | -182.00 |
| 10E280 1216 1210 00 280000 | Autism Sub Aide Sal | 5,000.00 | 364.00 | 1,001.00 | 0.00 | 0.00 | 3,999.00 |
| 10E--- 1216 1--- -- ------ | | 55,000.00 | 4,445.18 | 16,384.98 | 0.00 | 0.00 | 38,615.02 |
| 10E140 1216 2110 00 140000 | Autism TRS | 0.00 | 1,421.00 | 4,263.00 | 0.00 | 0.00 | -4,263.00 |
| 10E280 1216 2130 00 280000 | Autism FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1216 2200 00 140000 | Autism INS Ben | 0.00 | 610.67 | 1,220.67 | 0.00 | 0.00 | -1,220.67 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E280 1216 2200 00 280000 | Autsim Ins Ben | 1,500.00 | 2.00 | 10.00 | 0.00 | 0.00 | 1,490.00 |
| 10E--- 1216 2--- -- ------ | | 1,500.00 | 2,033.67 | 5,493.67 | 0.00 | 0.00 | -3,993.67 |
| 10E880 1216 3190 00 880000 | JFF Music Therapy | 18,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 18,000.00 |
| 10E920 1216 3190 00 920000 | Autism Purchase Serv | 1,500.00 | 0.00 | 265.61 | 0.00 | 0.00 | 1,234.39 |
| 10E920 1216 3320 00 920000 | Autism Travel | 1,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 10E--- 1216 3--- -- ------ | | 20,700.00 | 0.00 | 265.61 | 0.00 | 0.00 | 20,434.39 |
| 10E920 1216 4100 00 920000 | Autism Supplies | 5,000.00 | 0.00 | 203.27 | 0.00 | 800.00 | 3,996.73 |
| 10E920 1216 4220 00 920000 | Autism Workbks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 1216 4700 00 920000 | Mecca Tech-Autism Software | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 10E--- 1216 4--- -- ------ | | 5,400.00 | 0.00 | 203.27 | 0.00 | 800.00 | 4,396.73 |
| 10E920 1216 5500 00 920000 | Autism Equipment | 2,532.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,532.00 |
| 10E--- 1216 5--- -- ------ | | 2,532.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,532.00 |
| 10E140 1220 1100 00 140000 | Cross Cat Teacher Sal | 611,952.00 | 55,614.90 | 260,759.32 | 0.00 | 0.00 | 351,192.68 |
| 10E140 1220 1110 00 140000 | Cross Cat Aide/Asst Sal | 161,446.00 | 10,821.01 | 38,576.65 | 0.00 | 0.00 | 122,869.35 |
| 10E140 1220 1200 00 140000 | Cross Cat Sub Teach Sal | 6,200.00 | 980.00 | 2,932.50 | 0.00 | 0.00 | 3,267.50 |
| 10E140 1220 1210 00 140000 | Cross Cat Sub Aide/Asst Sal | 5,000.00 | 238.00 | 1,884.75 | 0.00 | 0.00 | 3,115.25 |
| 10E--- 1220 1--- -- ------ | | 784,598.00 | 67,653.91 | 304,153.22 | 0.00 | 0.00 | 480,444.78 |
| 10E140 1220 2110 00 140000 | Cross Cat Teacher TRS | 69,000.00 | 6,473.30 | 19,537.96 | 0.00 | 0.00 | 49,462.04 |
| 10E140 1220 2130 00 140000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 1220 2200 00 140000 | Cross Cat Insurance Ben | 97,248.00 | 7,326.18 | 33,251.54 | 0.00 | 0.00 | 63,996.46 |
| 10E--- 1220 2--- -- ------ | | 166,248.00 | 13,799.48 | 52,789.50 | 0.00 | 0.00 | 113,458.50 |
| 10E920 1220 3190 00 920000 | Cross Cat PUR SERV | 1,000.00 | 0.00 | 213.00 | 0.00 | 0.00 | 787.00 |
| 10E920 1220 3320 00 920000 | Cross Cat Travel | 1,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,600.00 |
| 10E--- 1220 3--- -- ------ | | 2,600.00 | 0.00 | 213.00 | 0.00 | 0.00 | 2,387.00 |
| 10E920 1220 4100 00 920000 | Cross Cat Supplies | 11,600.00 | 189.19 | 2,814.48 | 0.00 | 1,143.45 | 7,642.07 |
| 10E920 1220 4100 61 000000 | Cross Cat Comp Supp | 500.00 | 0.00 | 0.00 | 12.00 | 0.00 | 488.00 |
| 10E920 1220 4200 00 920000 | Cross Cat Textbks | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E920 1220 4220 00 920000 | Cross Cat  Workbks | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E920 1220 4700 00 000000 | Cross Cat Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1220 4--- -- ------ | | 12,800.00 | 189.19 | 2,814.48 | 12.00 | 1,143.45 | 8,830.07 |
| 10E920 1220 5500 00 920000 | Cross Cat Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1220 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 1250 1100 00 100000 | Title I Teacher Sal | 1,000.00 | 0.00 | 15,541.20 | 0.00 | 0.00 | -14,541.20 |
| 10E500 1250 1100 00 500000 | Title I Teach Sal Prior | 92,856.00 | 12,033.18 | 36,099.54 | 0.00 | 0.00 | 56,756.46 |
| 10E100 1250 1110 00 100000 | Title I Aide/Asst Sal | 0.00 | -21,733.41 | 62,133.44 | 0.00 | 0.00 | -62,133.44 |
| 10E500 1250 1110 00 500000 | Title I Aide/Asst Sal Pr | 305,000.00 | 48,738.46 | 63,456.58 | 0.00 | 0.00 | 241,543.42 |
| 10E100 1250 1200 00 100000 | Title I Sub Teach Sal | 0.00 | -45.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 1250 1200 00 500000 | Title I Sub | 1,050.00 | 685.50 | 685.50 | 0.00 | 0.00 | 364.50 |
| 10E100 1250 1210 00 100000 | Title I Sub Aide/Ast Sal | 0.00 | -616.00 | 507.50 | 0.00 | 0.00 | -507.50 |
| 10E500 1250 1210 00 500000 | Title I Sub TA Sal | 8,100.00 | 3,965.50 | 7,637.00 | 0.00 | 0.00 | 463.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E100 1250 1300 00 100000 | Title I Tutoring Sal | 25,300.00 | 0.00 | 150.00 | 0.00 | 0.00 | 25,150.00 |
| 10E500 1250 1300 00 500000 | Title I Tutor Sal | 30,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30,000.00 |
| 10E100 1250 1310 00 100000 | Title I N/C Tutoring | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| 10E500 1250 1310 00 500000 | Title I Tutor Aide Sal | 10,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,500.00 |
| 10E--- 1250 1--- -- ------ | | 483,806.00 | 43,027.73 | 186,210.76 | 0.00 | 0.00 | 297,595.24 |
| 10E100 1250 2110 00 100000 | Title I Teacher TRS | 41,583.00 | -51.80 | 1,937.44 | 0.00 | 0.00 | 39,645.56 |
| 10E500 1250 2110 00 500000 | Title I TRS | 34,246.00 | 2,428.87 | 7,166.75 | 0.00 | 0.00 | 27,079.25 |
| 10E100 1250 2130 00 100000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 1250 2200 00 100000 | Title I Insurance Ben | 0.00 | -1,230.68 | 8,266.68 | 0.00 | 0.00 | -8,266.68 |
| 10E500 1250 2200 00 500000 | Title I Ins Ben Prior | 13,000.00 | 5,207.36 | 11,006.36 | 0.00 | 0.00 | 1,993.64 |
| 10E--- 1250 2--- -- ------ | | 88,829.00 | 6,353.75 | 28,377.23 | 0.00 | 0.00 | 60,451.77 |
| 10E100 1250 3190 00 100000 | Title I Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 1250 3190 00 500000 | Title I Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1250 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 1250 4100 00 100000 | Title I Supplies | 30,000.00 | -9,396.80 | 10,372.40 | 0.00 | -4,460.21 | 24,087.81 |
| 10E500 1250 4100 00 500000 | Title I Supp | 100,000.00 | 17,321.44 | 20,580.29 | 16.80 | 13,123.76 | 66,279.15 |
| 10E--- 1250 4--- -- ------ | | 130,000.00 | 7,924.64 | 30,952.69 | 16.80 | 8,663.55 | 90,366.96 |
| 10E100 1250 5500 00 100000 | Title Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1250 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E360 1275 1100 00 360000 | Jump Start Teach Sal | 20,435.00 | 0.00 | 3,046.28 | 0.00 | 0.00 | 17,388.72 |
| 10E360 1275 1110 00 360000 | Jump Start Aide Sal | 8,222.00 | 0.00 | 1,740.96 | 0.00 | 0.00 | 6,481.04 |
| 10E360 1275 1200 00 360000 | Jump Start Sub Teach | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 10E360 1275 1210 00 360000 | Jump Start Sub Aide Sal | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E--- 1275 1--- -- ------ | | 35,657.00 | 0.00 | 4,787.24 | 0.00 | 0.00 | 30,869.76 |
| 10E360 1275 2110 00 360000 | Jump Start Teach TRS | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E360 1275 2200 00 360000 | Jump Start Ins Ben | 6,480.00 | 0.00 | 2.00 | 0.00 | 0.00 | 6,478.00 |
| 10E--- 1275 2--- -- ------ | | 9,480.00 | 0.00 | 2.00 | 0.00 | 0.00 | 9,478.00 |
| 10E360 1275 3190 00 360000 | Jump Start Pur Serv | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E--- 1275 3--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E360 1275 4100 00 360000 | Jump Start Supplies | 3,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,800.00 |
| 10E--- 1275 4--- -- ------ | | 3,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,800.00 |
| 10E--- 12-- ---- -- ------ | | 2,292,030.00 | 186,171.56 | 812,726.77 | 28.80 | 10,957.00 | 1,468,317.43 |
| 10E050 1400 1100 00 000000 | RCHS Voc Teach Sal | 530,000.00 | 53,959.88 | 262,291.34 | 0.00 | 0.00 | 267,708.66 |
| 10E390 1400 1100 00 390000 | Vocational Tutor Sal | 3,000.00 | 390.00 | 660.00 | 0.00 | 0.00 | 2,340.00 |
| 10E480 1400 1100 00 480000 | Ag 3 Circles | 22,834.00 | 0.00 | 5,014.20 | 0.00 | 0.00 | 17,819.80 |
| 10E490 1400 1100 00 490000 | AG Incent Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 1100 00 780000 | CTEI SALARIES | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 10E050 1400 1110 00 000000 | BT Salaries | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 1200 00 000000 | RCHS Voc Sub Teach Sal | 6,000.00 | 2,105.00 | 3,487.50 | 0.00 | 0.00 | 2,512.50 |
| 10E--- 1400 1--- -- ------ | | 566,834.00 | 56,454.88 | 271,453.04 | 0.00 | 0.00 | 295,380.96 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 1400 2110 00 000000 | RCHS Voc TRS | 70,000.00 | 6,071.57 | 20,185.84 | 0.00 | 0.00 | 49,814.16 |
| 10E390 1400 2110 00 390000 | Perkins TRS | 0.00 | 45.22 | 76.52 | 0.00 | 0.00 | -76.52 |
| 10E480 1400 2110 00 480000 | Ag 3 Circles TRS | 2,580.00 | 0.00 | 581.33 | 0.00 | 0.00 | 1,998.67 |
| 10E490 1400 2110 00 490000 | AG Incent TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E390 1400 2130 00 390000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 2200 00 000000 | RCHS Voc Ins Benefit | 51,852.00 | 3,968.00 | 20,146.00 | 0.00 | 0.00 | 31,706.00 |
| 10E390 1400 2200 00 390000 | Vocational Tutor Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1400 2--- -- ------ | | 124,432.00 | 10,084.79 | 40,989.69 | 0.00 | 0.00 | 83,442.31 |
| 10E050 1400 3140 00 000000 | RCHS OCC Dual Credit Classes | 30,000.00 | 15,295.00 | 15,295.00 | 0.00 | 1.00 | 14,704.00 |
| 10E050 1400 3190 00 000000 | RCHS CTEI Grant Pur. Services | 10,202.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,202.00 |
| 10E050 1400 3190 01 000000 | RCHS Ag Entry Fees | 2,200.00 | 0.00 | 1,480.00 | 0.00 | 660.00 | 60.00 |
| 10E050 1400 3190 07 000000 | RCHS Health Pur Serv | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E050 1400 3190 10 000000 | RCHS Inc Occ Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3190 14 000000 | RCHS Business Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E230 1400 3190 00 230000 | JFF CNA Fees Fingerprint Train | 2,010.00 | 0.00 | 525.00 | 0.00 | 4.00 | 1,481.00 |
| 10E390 1400 3190 00 390000 | Perkins Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E490 1400 3190 00 490000 | RCHS AG Grant Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 3190 00 780000 | Voc Ed Pur Serv | 0.00 | 195.00 | 195.00 | 0.00 | 0.00 | -195.00 |
| 10E781 1400 3190 00 781000 | PATHWAYS SERVICE | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,000.00 |
| 10E050 1400 3230 00 000000 | RCHS Gen Voc Rep/Maint | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E050 1400 3230 01 000000 | RCHS Ag Repair/Maint | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E050 1400 3230 09 000000 | RCHS FACS Rep/Main | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3230 10 000000 | RCHS Ind Occ Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3230 61 000000 | RCHS Comp Lab Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3320 00 000000 | RCHS CTEI Grant Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3320 01 000000 | RCHS Ag Travel | 3,650.00 | 1,171.53 | 1,209.53 | 0.00 | 862.41 | 1,578.06 |
| 10E050 1400 3320 07 000000 | RCHS Health Occ Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3320 09 000000 | RCHS FACS Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3320 10 000000 | RCHS Voc Ed Inc OCC Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 3320 14 000000 | RCHS Business Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E390 1400 3320 00 390000 | Perkins Travel | 6,260.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,260.00 |
| 10E540 1400 3320 00 540000 | Worked Based Learning | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 3320 00 780000 | Voc Ed Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1400 3--- -- ------ | | 64,422.00 | 16,661.53 | 18,704.53 | 0.00 | 1,527.41 | 44,190.06 |
| 10E050 1400 4100 00 000000 | RCHS CTEI Grant Supplies | 0.00 | 143.98 | 324.65 | 0.00 | 581.25 | -905.90 |
| 10E050 1400 4100 01 000000 | RCHS Ag Supplies | 17,000.00 | 586.27 | 5,174.03 | 0.00 | 10,215.87 | 1,610.10 |
| 10E050 1400 4100 07 000000 | RCHS Health Occ Supplies | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 10E050 1400 4100 09 000000 | RCHS FCS SUPPLIES | 6,480.00 | 276.39 | 1,276.02 | 0.00 | 3,526.55 | 1,677.43 |
| 10E050 1400 4100 10 000000 | RCHS Ind Occ Supplies | 0.00 | 194.88 | 890.56 | 0.00 | 0.00 | -890.56 |
| 10E050 1400 4100 14 000000 | RCHS Business Supplies | 4,066.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,066.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 1400 4100 61 000000 | RCHS Computer Lab Supp | 27,332.00 | 0.00 | 0.00 | 0.00 | 0.00 | 27,332.00 |
| 10E230 1400 4100 00 230000 | JFF CNA Supplies | 990.00 | 335.20 | 335.20 | 0.00 | 1.00 | 653.80 |
| 10E390 1400 4100 00 390000 | Perkins Grant Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E490 1400 4100 00 490000 | RCHS AG Grant Supplies | 2,309.00 | 0.00 | 449.55 | 0.00 | 0.00 | 1,859.45 |
| 10E540 1400 4100 00 540000 | Federal Tech Prep Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 4100 00 780000 | Voc Ed Supplies | 0.00 | 3,985.80 | 17,214.79 | 0.00 | 4,468.86 | -21,683.65 |
| 10E781 1400 4100 00 781000 | PATHWAY SUPPLIES | 50,000.00 | 823.75 | 1,479.48 | 0.00 | 0.00 | 48,520.52 |
| 10E050 1400 4110 09 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 4200 00 000000 | RCHS New Textbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 4210 00 000000 | RCHS Voc Replcmt Txtbks | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E050 1400 4220 00 000000 | ERHS Voc Workbooks | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E050 1400 4400 00 000000 | RCHS Vocational Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 4400 01 000000 | RCHS Voc Ed-Ag Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 4400 09 000000 | RCHS Home Ec Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 4400 10 000000 | RCHS Ind Occ Subscrption Renwl | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 4400 00 780000 | Voc Ed Supscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 4700 00 000000 | RCHS CTEI Grant Software | 0.00 | 0.00 | 2,450.00 | 0.00 | 0.00 | -2,450.00 |
| 10E050 1400 4700 09 000000 | RCHS Voc Ed-FACS Dept Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 4700 00 780000 | Voc Ed Software | 0.00 | 0.00 | 199.00 | 0.00 | 0.00 | -199.00 |
| 10E--- 1400 4--- -- ------ | | 110,877.00 | 6,346.27 | 29,793.28 | 0.00 | 18,793.53 | 62,290.19 |
| 10E050 1400 5500 00 000000 | RCHS CTEI Grnt Classroom Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 5500 01 000000 | RCHS Ag Equipment | 562.00 | 0.00 | 0.00 | 0.00 | 0.00 | 562.00 |
| 10E050 1400 5500 09 000000 | RCHS Home Econ Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 5500 10 000000 | RCHS Ind Occ Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 5500 14 000000 | RCHS Voc Busns Equip | 534.00 | 0.00 | 0.00 | 0.00 | 0.00 | 534.00 |
| 10E050 1400 5500 17 000000 | RCHS Voc Mod Tech Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 5500 33 000000 | RCHS Voc Ag Welding Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 5500 61 000000 | RCHS CTEI Computer Equipment | 32,760.00 | 0.00 | 0.00 | 0.00 | 0.00 | 32,760.00 |
| 10E380 1400 5500 00 380000 | Voc Ed Tech Prep Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E390 1400 5500 00 390000 | Perkins Equip | 11,535.00 | 0.00 | 0.00 | 0.00 | 0.00 | 11,535.00 |
| 10E490 1400 5500 00 490000 | Ag Grant Equip | 5,000.00 | 0.00 | 2,938.00 | 0.00 | -2,938.00 | 5,000.00 |
| 10E540 1400 5500 00 540000 | Fed Tech Prep Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E780 1400 5500 00 780000 | Voc Ed Equipment | 0.00 | 16,740.00 | 24,475.37 | 0.00 | 0.00 | -24,475.37 |
| 10E781 1400 5500 00 781000 | PATHWAYS EQUIPMENT | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| 10E--- 1400 5--- -- ------ | | 62,391.00 | 16,740.00 | 27,413.37 | 0.00 | -2,938.00 | 37,915.63 |
| 10E050 1400 6000 16 000000 | RCHS Voc Sale BT house | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 6400 00 000000 | RCHS Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1400 6410 00 000000 | RCHS Voc Reg Del Match Fee | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E490 1400 6900 00 490000 | Refund Of Ag Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1400 6--- -- ------ | | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E410 1459 1110 00 410000 | JROTC Instructor Sal | 150,000.00 | 12,381.44 | 61,907.20 | 0.00 | 0.00 | 88,092.80 |
| 10E--- 1459 1--- -- ------ | | 150,000.00 | 12,381.44 | 61,907.20 | 0.00 | 0.00 | 88,092.80 |
| 10E410 1459 2130 00 410000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E410 1459 2200 00 410000 | JROTC Insurance Ben | 24.00 | 2.00 | 10.00 | 0.00 | 0.00 | 14.00 |
| 10E--- 1459 2--- -- ------ | | 24.00 | 2.00 | 10.00 | 0.00 | 0.00 | 14.00 |
| 10E--- 14-- ---- -- ------ | | 1,081,980.00 | 118,670.91 | 450,271.11 | 0.00 | 17,382.94 | 614,325.95 |
| 10E050 1500 1100 00 000000 | RCHS A D Sal | 6,247.00 | 478.34 | 2,372.50 | 0.00 | 0.00 | 3,874.50 |
| 10E--- 1500 1--- -- ------ | | 6,247.00 | 478.34 | 2,372.50 | 0.00 | 0.00 | 3,874.50 |
| 10E050 1500 2110 00 000000 | RCHS A D TRS | 718.00 | 55.44 | 170.49 | 0.00 | 0.00 | 547.51 |
| 10E--- 1500 2--- -- ------ | | 718.00 | 55.44 | 170.49 | 0.00 | 0.00 | 547.51 |
| 10E050 1500 3100 00 000000 | RCHS Athletic Train/RMH | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1500 3190 00 000000 | RCHS AD Game/Dance Scrty | 0.00 | 0.00 | 1,979.23 | 0.00 | 0.00 | -1,979.23 |
| 10E050 1500 3230 00 000000 | RCHS A D Rep/Maint | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1500 3260 00 000000 | RCHS A D Postage | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E050 1500 3320 00 000000 | RCHS A D Travel | 800.00 | 266.56 | 288.96 | 0.00 | 0.00 | 511.04 |
| 10E050 1500 3600 00 000000 | RCHS AD Printing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1500 3910 00 000000 | RCHS A D Playoffs | 5,000.00 | 451.89 | 451.89 | 0.00 | 0.00 | 4,548.11 |
| 10E--- 1500 3--- -- ------ | | 6,500.00 | 718.45 | 3,220.08 | 0.00 | 0.00 | 3,279.92 |
| 10E050 1500 4100 00 000000 | RCHS A D Supplies | 1,100.00 | 0.00 | 1,100.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1500 4110 00 000000 | RCHS A D Awards | 800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 800.00 |
| 10E050 1500 4120 00 000000 | RCHS Sport uniforms | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1500 4700 00 000000 | RCHS AD Software | 550.00 | 0.00 | 550.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1500 4--- -- ------ | | 2,450.00 | 0.00 | 1,650.00 | 0.00 | 0.00 | 800.00 |
| 10E050 1500 6400 00 000000 | RCHS A D Dues/Fees | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 10E--- 1500 6--- -- ------ | | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 10E050 1505 1100 00 000000 | RCHS FBLA Sponsor Sal | 2,555.00 | 209.28 | 1,038.00 | 0.00 | 0.00 | 1,517.00 |
| 10E--- 1505 1--- -- ------ | | 2,555.00 | 209.28 | 1,038.00 | 0.00 | 0.00 | 1,517.00 |
| 10E050 1505 2110 00 000000 | RCHS FBLA Spon TRS | 305.00 | 24.28 | 72.84 | 0.00 | 0.00 | 232.16 |
| 10E--- 1505 2--- -- ------ | | 305.00 | 24.28 | 72.84 | 0.00 | 0.00 | 232.16 |
| 10E050 1509 1100 00 000000 | RCHS Pep Club Advisor Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1509 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1509 2110 00 000000 | RCHS Pep Club TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1509 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1510 1100 00 000000 | RCHS Cheerldr Spons Sal | 5,700.00 | 2,976.47 | 2,976.47 | 0.00 | 0.00 | 2,723.53 |
| 10E--- 1510 1--- -- ------ | | 5,700.00 | 2,976.47 | 2,976.47 | 0.00 | 0.00 | 2,723.53 |
| 10E050 1510 2110 00 000000 | RCHS Cheerldr Spons TRS | 425.00 | 207.95 | 207.95 | 0.00 | 0.00 | 217.05 |
| 10E050 1510 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1510 2--- -- ------ | | 425.00 | 207.95 | 207.95 | 0.00 | 0.00 | 217.05 |
| 10E050 1510 3190 00 000000 | RCHS Cheerldr Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1510 3320 00 000000 | RCHS Cheerldr Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1510 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1510 4100 00 000000 | RCHS Cheerldr Supplies | 230.00 | 0.00 | 168.00 | 0.00 | 0.00 | 62.00 |
| 10E--- 1510 4--- -- ------ | | 230.00 | 0.00 | 168.00 | 0.00 | 0.00 | 62.00 |
| 10E050 1511 1100 00 000000 | RCHS Golf Coach Sal | 5,200.00 | 5,422.62 | 2,922.62 | 0.00 | 0.00 | 2,277.38 |
| 10E--- 1511 1--- -- ------ | | 5,200.00 | 5,422.62 | 2,922.62 | 0.00 | 0.00 | 2,277.38 |
| 10E050 1511 2110 00 000000 | RCHS Golf Coach TRS | 625.00 | 582.29 | 582.29 | 0.00 | 0.00 | 42.71 |
| 10E--- 1511 2--- -- ------ | | 625.00 | 582.29 | 582.29 | 0.00 | 0.00 | 42.71 |
| 10E050 1511 3190 00 000000 | RCHS Golf Part Exp | 920.00 | 0.00 | 1,325.00 | 0.00 | 0.00 | -405.00 |
| 10E050 1511 3320 00 000000 | RCHS Golf Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1511 3--- -- ------ | | 920.00 | 0.00 | 1,325.00 | 0.00 | 0.00 | -405.00 |
| 10E050 1511 4100 00 000000 | RCHS Golf Supplies | 255.00 | 252.00 | 252.00 | 0.00 | 0.00 | 3.00 |
| 10E--- 1511 4--- -- ------ | | 255.00 | 252.00 | 252.00 | 0.00 | 0.00 | 3.00 |
| 10E050 1512 1100 00 000000 | RCHS X-Country Sal | 6,500.00 | 6,816.41 | 6,816.41 | 0.00 | 0.00 | -316.41 |
| 10E050 1512 1120 00 000000 | RCHS X-Country Workers | 500.00 | 45.00 | 90.00 | 0.00 | 0.00 | 410.00 |
| 10E--- 1512 1--- -- ------ | | 7,000.00 | 6,861.41 | 6,906.41 | 0.00 | 0.00 | 93.59 |
| 10E050 1512 2110 00 000000 | RCHS X-Country TRS | 750.00 | 795.49 | 795.49 | 0.00 | 0.00 | -45.49 |
| 10E--- 1512 2--- -- ------ | | 750.00 | 795.49 | 795.49 | 0.00 | 0.00 | -45.49 |
| 10E050 1512 3190 00 000000 | RCHS X-Country Part Exp | 900.00 | 0.00 | 795.00 | 0.00 | 0.00 | 105.00 |
| 10E050 1512 3320 00 000000 | RCHS X-Country Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1512 3--- -- ------ | | 900.00 | 0.00 | 795.00 | 0.00 | 0.00 | 105.00 |
| 10E050 1512 4100 00 000000 | RCHS X-Country Supplies | 255.00 | 0.00 | 0.00 | 0.00 | 0.00 | 255.00 |
| 10E--- 1512 4--- -- ------ | | 255.00 | 0.00 | 0.00 | 0.00 | 0.00 | 255.00 |
| 10E050 1513 1100 00 000000 | RCHS Dance Team Coach | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E--- 1513 1--- -- ------ | | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E050 1513 2110 00 000000 | RCHS Dance TRS | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E050 1513 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1513 2--- -- ------ | | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E050 1513 4100 00 000000 | RCHS Dance Team Supp | 230.00 | 0.00 | 0.00 | 0.00 | 0.00 | 230.00 |
| 10E--- 1513 4--- -- ------ | | 230.00 | 0.00 | 0.00 | 0.00 | 0.00 | 230.00 |
| 10E050 1520 1100 00 000000 | RCHS Girls Tennis Coach | 3,936.00 | 3,942.40 | 3,942.40 | 0.00 | 0.00 | -6.40 |
| 10E--- 1520 1--- -- ------ | | 3,936.00 | 3,942.40 | 3,942.40 | 0.00 | 0.00 | -6.40 |
| 10E050 1520 2110 00 000000 | RCHS Girls Tennis TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1520 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1520 3190 00 000000 | RCHS Girls Tennis Part Exp | 150.00 | 0.00 | 50.00 | 0.00 | 0.00 | 100.00 |
| 10E050 1520 3320 00 000000 | RCHS Girls Tennis Tvl | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1520 3--- -- ------ | | 150.00 | 0.00 | 50.00 | 0.00 | 0.00 | 100.00 |
| 10E050 1520 4100 00 000000 | RCHS Girls Tennis Supplies | 215.00 | 0.00 | 0.00 | 215.00 | 0.00 | 0.00 |
| 10E--- 1520 4--- -- ------ | | 215.00 | 0.00 | 0.00 | 215.00 | 0.00 | 0.00 |
| 10E050 1521 1100 00 000000 | RCHS Volleyballl Coach Salary | 8,350.00 | 7,926.20 | 7,926.20 | 0.00 | 0.00 | 423.80 |
| 10E050 1521 1120 00 000000 | RCHS Volleyball Game Wrks Sal | 1,000.00 | 306.00 | 580.50 | 0.00 | 0.00 | 419.50 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1521 1--- -- ------ | | 9,350.00 | 8,232.20 | 8,506.70 | 0.00 | 0.00 | 843.30 |
| 10E050 1521 2110 00 000000 | RCHS Volleyball Coach TRS | 900.00 | 644.68 | 644.68 | 0.00 | 0.00 | 255.32 |
| 10E--- 1521 2--- -- ------ | | 900.00 | 644.68 | 644.68 | 0.00 | 0.00 | 255.32 |
| 10E050 1521 3100 00 000000 | RCHS Volleyball Officials | 1,040.00 | 520.00 | 910.00 | 0.00 | 0.00 | 130.00 |
| 10E050 1521 3190 00 000000 | RCHS Volleyballl Part Exp | 750.00 | 474.50 | 734.50 | 0.00 | 0.00 | 15.50 |
| 10E050 1521 3320 00 000000 | RCHS Volleyball Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1521 3--- -- ------ | | 1,790.00 | 994.50 | 1,644.50 | 0.00 | 0.00 | 145.50 |
| 10E050 1521 4100 00 000000 | RCHS Volleyball Supplies | 680.00 | 0.00 | 0.00 | 0.00 | 640.00 | 40.00 |
| 10E--- 1521 4--- -- ------ | | 680.00 | 0.00 | 0.00 | 0.00 | 640.00 | 40.00 |
| 10E050 1521 5400 00 000000 | RCHS Volleyball Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1521 5500 00 000000 | RCHS Volleyball Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1521 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1522 1100 00 000000 | RCHS Girls Basketball Coach | 15,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 |
| 10E050 1522 1120 00 000000 | RCHS Girls Basketball Wkr Sal | 1,500.00 | 252.00 | 252.00 | 0.00 | 0.00 | 1,248.00 |
| 10E--- 1522 1--- -- ------ | | 16,500.00 | 252.00 | 252.00 | 0.00 | 0.00 | 16,248.00 |
| 10E050 1522 2110 00 000000 | RCHS Girls Basketball Cch TRS | 1,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,700.00 |
| 10E--- 1522 2--- -- ------ | | 1,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,700.00 |
| 10E050 1522 3100 00 000000 | RCHS Girls Basketball Offical | 2,470.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,470.00 |
| 10E050 1522 3190 00 000000 | RCHS Girls Basketball Part Exp | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 10E050 1522 3320 00 000000 | RCHS Girls Basketballl Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1522 3--- -- ------ | | 3,070.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,070.00 |
| 10E050 1522 4100 00 000000 | RCHS Girls Basketballl Supp | 1,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,275.00 |
| 10E--- 1522 4--- -- ------ | | 1,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,275.00 |
| 10E050 1523 1100 00 000000 | RCHS Girls Track Coach Sal | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 10E050 1523 1120 00 000000 | RCHS Girls Track Workers | 625.00 | 0.00 | 72.00 | 0.00 | 0.00 | 553.00 |
| 10E--- 1523 1--- -- ------ | | 5,625.00 | 0.00 | 72.00 | 0.00 | 0.00 | 5,553.00 |
| 10E050 1523 2110 00 000000 | RCHS Girls Track TRS | 568.00 | 0.00 | 0.00 | 0.00 | 0.00 | 568.00 |
| 10E--- 1523 2--- -- ------ | | 568.00 | 0.00 | 0.00 | 0.00 | 0.00 | 568.00 |
| 10E050 1523 3100 00 000000 | RCHS Girls Track Official | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 10E050 1523 3190 00 000000 | RCHS Girls Track Part Exp | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 10E050 1523 3320 00 000000 | RCHS Girls Track Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1523 3--- -- ------ | | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 |
| 10E050 1523 4100 00 000000 | RCHS Girls Track Supplies | 640.00 | 0.00 | 640.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1523 4--- -- ------ | | 640.00 | 0.00 | 640.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1524 1100 00 000000 | RCHS Girls Softball Cch Sal | 9,700.00 | 657.00 | 832.50 | 0.00 | 0.00 | 8,867.50 |
| 10E--- 1524 1--- -- ------ | | 9,700.00 | 657.00 | 832.50 | 0.00 | 0.00 | 8,867.50 |
| 10E050 1524 2110 00 000000 | RCHS Girls Softball Cch TRS | 1,150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,150.00 |
| 10E--- 1524 2--- -- ------ | | 1,150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,150.00 |
| 10E050 1524 3100 00 000000 | RCHS Girls Softball Official | 3,670.00 | 0.00 | 120.00 | 0.00 | 0.00 | 3,550.00 |
| 10E050 1524 3190 00 000000 | RCHS Girls Softball Part Exp | 180.00 | 0.00 | 0.00 | 0.00 | 0.00 | 180.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 1524 3320 00 000000 | RCHS Girls Softball Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1524 3--- -- ------ | | 3,850.00 | 0.00 | 120.00 | 0.00 | 0.00 | 3,730.00 |
| 10E050 1524 4100 00 000000 | RCHS Girls Softtball Supplies | 1,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,275.00 |
| 10E--- 1524 4--- -- ------ | | 1,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,275.00 |
| 10E050 1525 1100 00 000000 | RCHS Girls Soccer Coach | 7,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,400.00 |
| 10E050 1525 1120 00 000000 | RCHS Girls Soccer Ticket | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 1525 1--- -- ------ | | 7,900.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,900.00 |
| 10E050 1525 2110 00 000000 | RCHS Girls Soccer TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1525 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1525 3100 00 000000 | RCHS Girls Soccer Officl | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E050 1525 3190 00 000000 | RCHS Girls Soccer Part Exp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E050 1525 3320 00 000000 | RCHS Girls Soccer Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1525 3--- -- ------ | | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E050 1525 4100 00 000000 | RCHS Girls Soccer Supp | 890.00 | 0.00 | 0.00 | 0.00 | 0.00 | 890.00 |
| 10E--- 1525 4--- -- ------ | | 890.00 | 0.00 | 0.00 | 0.00 | 0.00 | 890.00 |
| 10E050 1530 1100 00 000000 | RCHS Boys Tennis Coach Sal | 5,225.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,225.00 |
| 10E--- 1530 1--- -- ------ | | 5,225.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,225.00 |
| 10E050 1530 2110 00 000000 | RCHS Boys Tennis Cch TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1530 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1530 3190 00 000000 | RCHS Boys Tennis Part Exp | 180.00 | 0.00 | 0.00 | 0.00 | 0.00 | 180.00 |
| 10E050 1530 3320 00 000000 | RCHS Boys Tennis Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1530 3--- -- ------ | | 180.00 | 0.00 | 0.00 | 0.00 | 0.00 | 180.00 |
| 10E050 1530 4100 00 000000 | RCHS Boys Tennis Supplies | 215.00 | 0.00 | 0.00 | 0.00 | 0.00 | 215.00 |
| 10E--- 1530 4--- -- ------ | | 215.00 | 0.00 | 0.00 | 0.00 | 0.00 | 215.00 |
| 10E050 1531 1100 00 000000 | RCHS Football Coach Sal | 28,500.00 | 26,046.55 | 26,199.55 | 0.00 | 0.00 | 2,300.45 |
| 10E050 1531 1120 00 000000 | RCHS Football Game Wrks | 3,000.00 | 1,098.00 | 3,845.50 | 0.00 | 0.00 | -845.50 |
| 10E--- 1531 1--- -- ------ | | 31,500.00 | 27,144.55 | 30,045.05 | 0.00 | 0.00 | 1,454.95 |
| 10E050 1531 2110 00 000000 | RCHS Football Coach TRS | 2,967.00 | 1,858.03 | 1,875.77 | 0.00 | 0.00 | 1,091.23 |
| 10E--- 1531 2--- -- ------ | | 2,967.00 | 1,858.03 | 1,875.77 | 0.00 | 0.00 | 1,091.23 |
| 10E050 1531 3100 00 000000 | RCHS Football Officials | 2,850.00 | 1,140.00 | 2,280.00 | 0.00 | 0.00 | 570.00 |
| 10E050 1531 3190 00 000000 | RCHS Football Part Exp | 900.00 | 693.00 | 693.00 | 0.00 | 0.00 | 207.00 |
| 10E050 1531 3230 00 000000 | RCHS Football Recond Equip | 6,000.00 | 0.00 | 5,846.88 | 0.00 | 0.00 | 153.12 |
| 10E050 1531 3320 00 000000 | RCHS Football Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1531 3800 00 000000 | RCHS Football Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1531 3--- -- ------ | | 9,750.00 | 1,833.00 | 8,819.88 | 0.00 | 0.00 | 930.12 |
| 10E050 1531 4100 00 000000 | RCHS Football Supplies | 4,700.00 | 1,330.00 | 3,075.00 | 0.00 | 1,415.00 | 210.00 |
| 10E--- 1531 4--- -- ------ | | 4,700.00 | 1,330.00 | 3,075.00 | 0.00 | 1,415.00 | 210.00 |
| 10E050 1532 1100 00 000000 | RCHS Boys Basketball Cch Sal | 16,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 16,200.00 |
| 10E050 1532 1120 00 000000 | RCHS Boys Basketball Wrk Sal | 2,000.00 | 0.00 | 180.00 | 0.00 | 0.00 | 1,820.00 |
| 10E050 1532 1200 00 000000 | RCHS Boys BB Sub | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1532 1--- -- ------ | | 18,200.00 | 0.00 | 180.00 | 0.00 | 0.00 | 18,020.00 |
| 10E050 1532 2110 00 000000 | RCHS Boys Basketball TRS | 1,300.00 | 0.00 | 7.31 | 0.00 | 0.00 | 1,292.69 |
| 10E--- 1532 2--- -- ------ | | 1,300.00 | 0.00 | 7.31 | 0.00 | 0.00 | 1,292.69 |
| 10E050 1532 3100 00 000000 | RCHS Boys Basketball Official | 4,140.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,140.00 |
| 10E050 1532 3190 00 000000 | RCHS Boys Basketball Part Exp | 650.00 | 0.00 | 0.00 | 0.00 | 0.00 | 650.00 |
| 10E050 1532 3320 00 000000 | RCHS Boys Basketball Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1532 3--- -- ------ | | 4,790.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,790.00 |
| 10E050 1532 4100 00 000000 | RCHS Boys Basketball Supplies | 1,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,275.00 |
| 10E--- 1532 4--- -- ------ | | 1,275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,275.00 |
| 10E050 1533 1100 00 000000 | RCHS Boys Track Coach Sal | 8,153.00 | -215.92 | -215.92 | 0.00 | 0.00 | 8,368.92 |
| 10E050 1533 1110 00 000000 | RCHS Boys Track Wrkrs Salary | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 10E--- 1533 1--- -- ------ | | 8,753.00 | -215.92 | -215.92 | 0.00 | 0.00 | 8,968.92 |
| 10E050 1533 2110 00 000000 | RCHS Boys Track Coach TRS | 800.00 | -106.40 | -104.75 | 0.00 | 0.00 | 904.75 |
| 10E--- 1533 2--- -- ------ | | 800.00 | -106.40 | -104.75 | 0.00 | 0.00 | 904.75 |
| 10E050 1533 3100 00 000000 | RCHS Boys Track Officials | 180.00 | 0.00 | 0.00 | 0.00 | 0.00 | 180.00 |
| 10E050 1533 3190 00 000000 | RCHS Boys Track Part Exp | 800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 800.00 |
| 10E050 1533 3320 00 000000 | RCHS Boys Track Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1533 3--- -- ------ | | 980.00 | 0.00 | 0.00 | 0.00 | 0.00 | 980.00 |
| 10E050 1533 4100 00 000000 | RCHS Boys Track Supplies | 640.00 | 0.00 | 557.73 | 0.00 | 7.73 | 74.54 |
| 10E--- 1533 4--- -- ------ | | 640.00 | 0.00 | 557.73 | 0.00 | 7.73 | 74.54 |
| 10E050 1533 5500 00 000000 | RCHS Boys Track Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1533 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1534 1100 00 000000 | RCHS Boys Baseball Cch Sal | 8,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,500.00 |
| 10E050 1534 1120 00 000000 | RCHS Baseball Workers | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 1534 1--- -- ------ | | 9,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,000.00 |
| 10E050 1534 2110 00 000000 | RCHS Boys Baseball TRS | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E--- 1534 2--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E050 1534 3100 00 000000 | RCHS Boys Baseball Official | 3,590.00 | 0.00 | 120.00 | 0.00 | 0.00 | 3,470.00 |
| 10E050 1534 3190 00 000000 | RCHS Boys Baseball Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1534 3320 00 000000 | RCHS Boys Baseball Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1534 3--- -- ------ | | 3,590.00 | 0.00 | 120.00 | 0.00 | 0.00 | 3,470.00 |
| 10E050 1534 4100 00 000000 | RCHS Boys Baseball Supplies | 1,275.00 | 0.00 | 0.00 | 0.00 | 602.00 | 673.00 |
| 10E--- 1534 4--- -- ------ | | 1,275.00 | 0.00 | 0.00 | 0.00 | 602.00 | 673.00 |
| 10E050 1536 1100 00 000000 | RCHS Soccer Coach Sal | 8,600.00 | 8,870.40 | 8,870.40 | 0.00 | 0.00 | -270.40 |
| 10E--- 1536 1--- -- ------ | | 8,600.00 | 8,870.40 | 8,870.40 | 0.00 | 0.00 | -270.40 |
| 10E050 1536 2110 00 000000 | RCHS Soccer Coach TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1536 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1536 3100 00 000000 | RCHS Soccer Officials | 2,430.00 | 460.00 | 1,875.00 | 0.00 | 0.00 | 555.00 |
| 10E050 1536 3190 00 000000 | RCHS Soccer Part Exp | 500.00 | 0.00 | 420.00 | 0.00 | 0.00 | 80.00 |
| 10E050 1536 3320 00 000000 | RCHS Soccer Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1536 3--- -- ------ | | 2,930.00 | 460.00 | 2,295.00 | 0.00 | 0.00 | 635.00 |
| 10E050 1536 4100 00 000000 | RCHS Soccer Supplies | 1,020.00 | 0.00 | 0.00 | 0.00 | 189.50 | 830.50 |
| 10E--- 1536 4--- -- ------ | | 1,020.00 | 0.00 | 0.00 | 0.00 | 189.50 | 830.50 |
| 10E040 1540 1100 00 000000 | RCMS A D Sal | 2,300.00 | 343.58 | 1,214.50 | 0.00 | 0.00 | 1,085.50 |
| 10E--- 1540 1--- -- ------ | | 2,300.00 | 343.58 | 1,214.50 | 0.00 | 0.00 | 1,085.50 |
| 10E040 1540 2110 00 000000 | RCMS A D TRS | 248.00 | 39.82 | 120.42 | 0.00 | 0.00 | 127.58 |
| 10E040 1540 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1540 2--- -- ------ | | 248.00 | 39.82 | 120.42 | 0.00 | 0.00 | 127.58 |
| 10E040 1540 3190 00 000000 | RCMS AD Pur Serv | 250.00 | 0.00 | 461.00 | 0.00 | 0.00 | -211.00 |
| 10E040 1540 3320 00 000000 | RCMS A D Travel | 700.00 | 488.51 | 488.51 | 0.00 | 0.00 | 211.49 |
| 10E040 1540 3910 00 000000 | RCMS A D State Plyoffs | 365.00 | 0.00 | 0.00 | 0.00 | 0.00 | 365.00 |
| 10E--- 1540 3--- -- ------ | | 1,315.00 | 488.51 | 949.51 | 0.00 | 0.00 | 365.49 |
| 10E040 1540 4100 00 000000 | RCMS A D Supplies | 305.00 | 0.00 | 0.00 | 0.00 | 0.00 | 305.00 |
| 10E040 1540 4110 00 000000 | RCMS A D Awards | 1,290.00 | 485.00 | 715.94 | 0.00 | 0.00 | 574.06 |
| 10E040 1540 4120 00 000000 | RCMS Athletic Uniforms | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1540 4--- -- ------ | | 3,595.00 | 485.00 | 2,715.94 | 0.00 | 0.00 | 879.06 |
| 10E040 1540 6400 00 000000 | RCMS A D Dues/Fees | 810.00 | 0.00 | 500.00 | 0.00 | -300.00 | 610.00 |
| 10E--- 1540 6--- -- ------ | | 810.00 | 0.00 | 500.00 | 0.00 | -300.00 | 610.00 |
| 10E040 1550 1100 00 000000 | RCMS Chrldr Spons Sal | 4,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,100.00 |
| 10E--- 1550 1--- -- ------ | | 4,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,100.00 |
| 10E040 1550 2110 00 000000 | RCMS Chrldr Spons TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1550 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1550 3190 00 000000 | RCMS Chrldr Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1550 3320 00 000000 | RCMS Chrldr Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1550 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1550 4100 00 000000 | RCMS Chrldr Supplies | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E--- 1550 4--- -- ------ | | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E040 1550 6400 00 000000 | RCMS Chrldr Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1550 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1551 1100 00 000000 | RCMS X-Country Coach Sal | 3,400.00 | 3,587.59 | 3,794.59 | 0.00 | 0.00 | -394.59 |
| 10E--- 1551 1--- -- ------ | | 3,400.00 | 3,587.59 | 3,794.59 | 0.00 | 0.00 | -394.59 |
| 10E040 1551 2110 00 000000 | RCMS X-Country Coach TRS | 400.00 | 415.93 | 415.93 | 0.00 | 0.00 | -15.93 |
| 10E--- 1551 2--- -- ------ | | 400.00 | 415.93 | 415.93 | 0.00 | 0.00 | -15.93 |
| 10E040 1551 3190 00 000000 | RCMS X-Country Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1551 3320 00 000000 | RCMS X-Country Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1551 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1551 4100 00 000000 | RCMS X-Country Supplies | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 10E--- 1551 4--- -- ------ | | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 10E040 1551 6400 00 000000 | RCMS X-Country Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1551 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E040 1560 1100 00 000000 | RCMS Girls Basketball Cch Sal | 9,053.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,053.00 |
| 10E040 1560 1120 00 000000 | RCMS Girls Basketball Wrks Sal | 1,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,700.00 |
| 10E--- 1560 1--- -- ------ | | 10,753.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,753.00 |
| 10E040 1560 2110 00 000000 | RCMS Girls Basketball Coach TR | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E040 1560 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1560 2--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E040 1560 3100 00 000000 | RCMS Girls Basketball Official | 1,650.00 | 280.00 | 280.00 | 0.00 | 0.00 | 1,370.00 |
| 10E040 1560 3190 00 000000 | RCMS Girls Basketball Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1560 3320 00 000000 | RCMS Girls Basketball Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1560 3--- -- ------ | | 1,650.00 | 280.00 | 280.00 | 0.00 | 0.00 | 1,370.00 |
| 10E040 1560 4100 00 000000 | RCMS Girls Basketball Supplies | 350.00 | 338.50 | 338.50 | 0.00 | 0.00 | 11.50 |
| 10E--- 1560 4--- -- ------ | | 350.00 | 338.50 | 338.50 | 0.00 | 0.00 | 11.50 |
| 10E040 1560 5400 00 000000 | RCMS Girls Basketball Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1560 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1560 6400 00 000000 | RCMS Girls Basktball Due/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1560 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1561 1100 00 000000 | RCMS Volleybl Coach Sal | 6,708.00 | 0.00 | 896.35 | 0.00 | 0.00 | 5,811.65 |
| 10E040 1561 1120 00 000000 | RCMS Volleybl Gm Wrk Sal | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E--- 1561 1--- -- ------ | | 7,708.00 | 0.00 | 896.35 | 0.00 | 0.00 | 6,811.65 |
| 10E040 1561 2110 00 000000 | RCMS Volleybl Coach TRS | 516.00 | 0.00 | 103.92 | 0.00 | 0.00 | 412.08 |
| 10E040 1561 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1561 2--- -- ------ | | 516.00 | 0.00 | 103.92 | 0.00 | 0.00 | 412.08 |
| 10E040 1561 3100 00 000000 | RCMS Volleybl Officials | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E040 1561 3190 00 000000 | RCMS Volleybl Part Exp | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 10E040 1561 3320 00 000000 | RCMS Volleybl Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1561 3--- -- ------ | | 1,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,700.00 |
| 10E040 1561 4100 00 000000 | RCMS Volleybl Supplies | 300.00 | 112.50 | 112.50 | 0.00 | 0.00 | 187.50 |
| 10E--- 1561 4--- -- ------ | | 300.00 | 112.50 | 112.50 | 0.00 | 0.00 | 187.50 |
| 10E040 1561 6400 00 000000 | RCMS Volleybl Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1561 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1562 1100 00 000000 | RCMS Grls Trk Coach Sal | 3,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,600.00 |
| 10E--- 1562 1--- -- ------ | | 3,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,600.00 |
| 10E040 1562 2110 00 000000 | RCMS Grls Trk Cch TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1562 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1562 3100 00 000000 | RCMS Grls Trk Officials | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E040 1562 3190 00 000000 | RCMS Girls Track Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1562 3320 00 000000 | RCMS Grls Trk Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1562 3--- -- ------ | | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E040 1562 4100 00 000000 | RCMS Grls Trk Supplies | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E--- 1562 4--- -- ------ | | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E040 1562 6400 00 000000 | RCMS Grls Trk Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1562 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1570 1100 00 000000 | RCMS Boys Basketball Coach Sal | 6,837.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,837.00 |
| 10E040 1570 1120 00 000000 | RCMS Boys Basketball Wrk Sal | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 10E040 1570 1210 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1570 1--- -- ------ | | 9,337.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9,337.00 |
| 10E040 1570 2110 00 000000 | RCMS Boys Basketball Coach TRS | 361.00 | 0.00 | 0.00 | 0.00 | 0.00 | 361.00 |
| 10E040 1570 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1570 2--- -- ------ | | 361.00 | 0.00 | 0.00 | 0.00 | 0.00 | 361.00 |
| 10E040 1570 3100 00 000000 | RCMS Boys Basketball Official | 2,250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,250.00 |
| 10E040 1570 3190 00 000000 | RCMS Boys Basketball Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1570 3320 00 000000 | RCMS Boys Basketball Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1570 3--- -- ------ | | 2,250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,250.00 |
| 10E040 1570 4100 00 000000 | RCMS Boys Basketball Supplies | 1,250.00 | 654.45 | 654.45 | 0.00 | 104.65 | 490.90 |
| 10E--- 1570 4--- -- ------ | | 1,250.00 | 654.45 | 654.45 | 0.00 | 104.65 | 490.90 |
| 10E040 1570 6400 00 000000 | RCMS Boys Basketball Due/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1570 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1571 1100 00 000000 | RCMS Boys Track Coach Sal | 7,000.00 | 0.00 | 90.00 | 0.00 | 0.00 | 6,910.00 |
| 10E--- 1571 1--- -- ------ | | 7,000.00 | 0.00 | 90.00 | 0.00 | 0.00 | 6,910.00 |
| 10E040 1571 2110 00 000000 | RCMS Boys Track Coach TRS | 200.00 | 0.00 | 5.22 | 0.00 | 0.00 | 194.78 |
| 10E--- 1571 2--- -- ------ | | 200.00 | 0.00 | 5.22 | 0.00 | 0.00 | 194.78 |
| 10E040 1571 3100 00 000000 | RCMS Boys Track Officials | 2,650.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,650.00 |
| 10E040 1571 3190 00 000000 | RCMS Boys Track Part Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1571 3320 00 000000 | RCMS Boys Track Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1571 3--- -- ------ | | 2,650.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,650.00 |
| 10E040 1571 4100 00 000000 | RCMS Boys Track Supplies | 1,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,300.00 |
| 10E--- 1571 4--- -- ------ | | 1,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,300.00 |
| 10E040 1571 6400 00 000000 | RCMS Boys Track Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1571 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1572 1100 00 000000 | RCHS Wrestling Coach | 7,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,400.00 |
| 10E050 1572 1120 00 000000 | RCHS Wrestling Workers Sal | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 1572 1--- -- ------ | | 7,900.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,900.00 |
| 10E050 1572 2110 00 000000 | RCHS Wrestling TRS | 155.00 | 0.00 | 0.00 | 0.00 | 0.00 | 155.00 |
| 10E--- 1572 2--- -- ------ | | 155.00 | 0.00 | 0.00 | 0.00 | 0.00 | 155.00 |
| 10E050 1572 3100 00 000000 | RCHS Wrestling Officials | 1,100.00 | 0.00 | 220.00 | 0.00 | 0.00 | 880.00 |
| 10E050 1572 3190 00 000000 | RCHS Wrestling Entry Fees | 900.00 | 0.00 | 0.00 | 0.00 | 0.00 | 900.00 |
| 10E050 1572 3320 00 000000 | RCHS Wrestling Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1572 3--- -- ------ | | 2,000.00 | 0.00 | 220.00 | 0.00 | 0.00 | 1,780.00 |
| 10E040 1572 4100 00 000000 | Wrestling Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1572 4100 00 000000 | RCHS Wrestling Supp | 510.00 | 0.00 | 0.00 | 0.00 | 763.44 | -253.44 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1572 4--- -- ------ | | 510.00 | 0.00 | 0.00 | 0.00 | 763.44 | -253.44 |
| 10E040 1575 1100 00 000000 | RCMS Yearbook Sponsor Sal | 3,100.00 | 269.06 | 1,275.94 | 0.00 | 0.00 | 1,824.06 |
| 10E--- 1575 1--- -- ------ | | 3,100.00 | 269.06 | 1,275.94 | 0.00 | 0.00 | 1,824.06 |
| 10E040 1575 2110 00 000000 | RCMS Yearbook Sponsor TRS | 350.00 | 31.18 | 93.54 | 0.00 | 0.00 | 256.46 |
| 10E--- 1575 2--- -- ------ | | 350.00 | 31.18 | 93.54 | 0.00 | 0.00 | 256.46 |
| 10E040 1576 1100 00 000000 | RCMS Student Council Sp | 1,238.00 | 119.58 | 534.54 | 0.00 | 0.00 | 703.46 |
| 10E--- 1576 1--- -- ------ | | 1,238.00 | 119.58 | 534.54 | 0.00 | 0.00 | 703.46 |
| 10E040 1576 2110 00 000000 | RCMS Student Council TRS | 130.00 | 13.86 | 41.58 | 0.00 | 0.00 | 88.42 |
| 10E--- 1576 2--- -- ------ | | 130.00 | 13.86 | 41.58 | 0.00 | 0.00 | 88.42 |
| 10E050 1580 1100 00 000000 | RCHS Scholastic Bowl Coach Sal | 4,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,100.00 |
| 10E--- 1580 1--- -- ------ | | 4,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,100.00 |
| 10E050 1580 2110 00 000000 | RCHS Scholastic Bowl TRS | 475.00 | 0.00 | 0.00 | 0.00 | 0.00 | 475.00 |
| 10E--- 1580 2--- -- ------ | | 475.00 | 0.00 | 0.00 | 0.00 | 0.00 | 475.00 |
| 10E050 1580 3190 00 000000 | RCHS Scholastic Bowl Purch Ser | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E050 1580 3320 00 000000 | RCHS Scholastic Bowl Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1580 3--- -- ------ | | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E050 1580 4100 00 000000 | RCHSScholastic Bowl Supp | 340.00 | 0.00 | 0.00 | 0.00 | 0.00 | 340.00 |
| 10E--- 1580 4--- -- ------ | | 340.00 | 0.00 | 0.00 | 0.00 | 0.00 | 340.00 |
| 10E050 1582 1100 00 000000 | RCHS Musical Sponsor Salary | 14,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,000.00 |
| 10E--- 1582 1--- -- ------ | | 14,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,000.00 |
| 10E050 1582 2110 00 000000 | RCHS Musical Sponsor TRS | 1,625.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,625.00 |
| 10E050 1582 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1582 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1582 2--- -- ------ | | 1,625.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,625.00 |
| 10E050 1582 3190 00 000000 | RCHS Musical Purchase Serv | 1,500.00 | 0.00 | 1,530.00 | 0.00 | 0.00 | -30.00 |
| 10E--- 1582 3--- -- ------ | | 1,500.00 | 0.00 | 1,530.00 | 0.00 | 0.00 | -30.00 |
| 10E050 1583 1100 00 000000 | RCHS Marching Band Dir Sal | 3,325.00 | 3,339.56 | 8,079.60 | 0.00 | 0.00 | -4,754.60 |
| 10E050 1583 1110 00 000000 | RCHS Band Camp Sal | 2,350.00 | 0.00 | -825.14 | 0.00 | 0.00 | 3,175.14 |
| 10E--- 1583 1--- -- ------ | | 5,675.00 | 3,339.56 | 7,254.46 | 0.00 | 0.00 | -1,579.46 |
| 10E050 1583 2110 00 000000 | RCHS Marching Band Dir TRS | 1,500.00 | 387.15 | 721.61 | 0.00 | 0.00 | 778.39 |
| 10E--- 1583 2--- -- ------ | | 1,500.00 | 387.15 | 721.61 | 0.00 | 0.00 | 778.39 |
| 10E050 1583 3190 00 000000 | RCHS Marching Band Part Exp | 2,655.00 | 0.00 | 2,405.00 | 0.00 | 200.00 | 50.00 |
| 10E--- 1583 3--- -- ------ | | 2,655.00 | 0.00 | 2,405.00 | 0.00 | 200.00 | 50.00 |
| 10E010 1583 4100 00 000000 | Band Uniforms | 6,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| 10E050 1583 4100 00 000000 | RCHS Marching Band Supplies | 1,808.00 | 0.00 | 400.00 | 0.00 | 1,018.10 | 389.90 |
| 10E--- 1583 4--- -- ------ | | 7,808.00 | 0.00 | 400.00 | 0.00 | 1,018.10 | 6,389.90 |
| 10E050 1583 5500 00 000000 | RCHS Band Uniforms | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1583 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1584 1100 00 000000 | RCHS Chorus Spons Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1584 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 1585 1100 00 000000 | RCHS Jr Cls Spons Sal | 5,194.00 | 463.42 | 2,181.30 | 0.00 | 0.00 | 3,012.70 |
| 10E--- 1585 1--- -- ------ | | 5,194.00 | 463.42 | 2,181.30 | 0.00 | 0.00 | 3,012.70 |
| 10E050 1585 2110 00 000000 | RCHS Jr Cls Spons TRS | 598.00 | 53.72 | 161.16 | 0.00 | 0.00 | 436.84 |
| 10E--- 1585 2--- -- ------ | | 598.00 | 53.72 | 161.16 | 0.00 | 0.00 | 436.84 |
| 10E050 1586 1100 00 000000 | RCHS Yearbook Sponsor Sal | 2,508.00 | 239.18 | 1,127.70 | 0.00 | 0.00 | 1,380.30 |
| 10E--- 1586 1--- -- ------ | | 2,508.00 | 239.18 | 1,127.70 | 0.00 | 0.00 | 1,380.30 |
| 10E050 1586 2110 00 000000 | RCHS Yearbook Sponsor TRS | 300.00 | 27.74 | 83.22 | 0.00 | 0.00 | 216.78 |
| 10E--- 1586 2--- -- ------ | | 300.00 | 27.74 | 83.22 | 0.00 | 0.00 | 216.78 |
| 10E050 1586 4100 00 000000 | RCHS Yearbook Supplies | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E--- 1586 4--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E050 1588 1100 00 000000 | RCHS X-Curr Sprvsn Sal | 200.00 | 30.00 | 30.00 | 0.00 | 0.00 | 170.00 |
| 10E--- 1588 1--- -- ------ | | 200.00 | 30.00 | 30.00 | 0.00 | 0.00 | 170.00 |
| 10E050 1588 2110 00 000000 | RCHS X-Curr Sprvsn TRS | 25.00 | 10.36 | 10.36 | 0.00 | 0.00 | 14.64 |
| 10E--- 1588 2--- -- ------ | | 25.00 | 10.36 | 10.36 | 0.00 | 0.00 | 14.64 |
| 10E050 1589 1100 00 000000 | RCHS Student Council Sal | 4,380.00 | 388.66 | 1,869.10 | 0.00 | 0.00 | 2,510.90 |
| 10E--- 1589 1--- -- ------ | | 4,380.00 | 388.66 | 1,869.10 | 0.00 | 0.00 | 2,510.90 |
| 10E050 1589 2110 00 000000 | RCHS Student Council TRS | 516.00 | 45.06 | 135.18 | 0.00 | 0.00 | 380.82 |
| 10E--- 1589 2--- -- ------ | | 516.00 | 45.06 | 135.18 | 0.00 | 0.00 | 380.82 |
| 10E050 1590 1110 00 000000 | RCHS Rifle/Drill Sal | 5,800.00 | 471.58 | 2,348.34 | 0.00 | 0.00 | 3,451.66 |
| 10E--- 1590 1--- -- ------ | | 5,800.00 | 471.58 | 2,348.34 | 0.00 | 0.00 | 3,451.66 |
| 10E050 1590 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1590 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1590 3320 00 000000 | RCHS Rifle/Drill Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1590 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1591 1100 00 000000 | RCMS Band Director Sal | 3,650.00 | 298.96 | 1,482.84 | 0.00 | 0.00 | 2,167.16 |
| 10E--- 1591 1--- -- ------ | | 3,650.00 | 298.96 | 1,482.84 | 0.00 | 0.00 | 2,167.16 |
| 10E040 1591 2110 00 000000 | RCMS Band Directors TRS | 435.00 | 34.64 | 103.92 | 0.00 | 0.00 | 331.08 |
| 10E--- 1591 2--- -- ------ | | 435.00 | 34.64 | 103.92 | 0.00 | 0.00 | 331.08 |
| 10E040 1591 3190 00 000000 | RCMS Band Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1591 3230 00 000000 | RCMS Band Rep/Main | 1,000.00 | 251.48 | 251.48 | 0.00 | 0.00 | 748.52 |
| 10E--- 1591 3--- -- ------ | | 1,000.00 | 251.48 | 251.48 | 0.00 | 0.00 | 748.52 |
| 10E040 1591 4100 00 000000 | RCMS Music Supp/Parts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1591 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1591 5500 00 000000 | RCMS Band Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1591 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1591 6400 00 000000 | RCMS Band Dues/Fees | 100.00 | 0.00 | 80.00 | 0.00 | 0.00 | 20.00 |
| 10E--- 1591 6--- -- ------ | | 100.00 | 0.00 | 80.00 | 0.00 | 0.00 | 20.00 |
| 10E040 1593 1100 00 000000 | RCMS Talent Shw Spon Sal | 6,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,600.00 |
| 10E--- 1593 1--- -- ------ | | 6,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,600.00 |
| 10E040 1593 2110 00 000000 | RCMS Talent Shw Spon TRS | 775.00 | 0.00 | 0.00 | 0.00 | 0.00 | 775.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 1593 2--- -- ------ | | 775.00 | 0.00 | 0.00 | 0.00 | 0.00 | 775.00 |
| 10E040 1593 4100 00 000000 | RCMS Talent Shw Supp | 200.00 | 0.00 | 76.90 | 0.00 | 0.00 | 123.10 |
| 10E--- 1593 4--- -- ------ | | 200.00 | 0.00 | 76.90 | 0.00 | 0.00 | 123.10 |
| 10E040 1594 4100 00 000000 | RCMS Drama Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1594 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 1598 1100 00 000000 | RCMS Dance/Grad Sup Sal | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E--- 1598 1--- -- ------ | | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E040 1598 2110 00 000000 | RCMS Dance/Grad TRS | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 10E--- 1598 2--- -- ------ | | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 10E040 1599 1100 00 000000 | RCMS Math Counts Sponsor | 1,450.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,450.00 |
| 10E--- 1599 1--- -- ------ | | 1,450.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,450.00 |
| 10E040 1599 2110 00 000000 | RCMS Math Counts Sponsor TRS | 175.00 | 0.00 | 0.00 | 0.00 | 0.00 | 175.00 |
| 10E--- 1599 2--- -- ------ | | 175.00 | 0.00 | 0.00 | 0.00 | 0.00 | 175.00 |
| 10E040 1599 3320 00 000000 | RCMS Team Quest Travel | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1599 3--- -- ------ | | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 15-- ---- -- ------ | | 396,229.00 | 87,701.53 | 134,895.39 | 215.00 | 4,640.42 | 256,478.19 |
| 10E050 1700 1100 00 000000 | Drivers Ed Teach Salary | 70,000.00 | 2,962.46 | 31,737.38 | 0.00 | 0.00 | 38,262.62 |
| 10E050 1700 1200 00 000000 | Drivers Ed Sub Sal | 500.00 | 52.50 | 157.50 | 0.00 | 0.00 | 342.50 |
| 10E--- 1700 1--- -- ------ | | 70,500.00 | 3,014.96 | 31,894.88 | 0.00 | 0.00 | 38,605.12 |
| 10E050 1700 2110 00 000000 | Drivers Ed TRS | 6,192.00 | 271.93 | 1,247.64 | 0.00 | 0.00 | 4,944.36 |
| 10E050 1700 2200 00 000000 | Drivers Ed Ins Ben | 3,900.00 | 305.00 | 1,455.00 | 0.00 | 0.00 | 2,445.00 |
| 10E--- 1700 2--- -- ------ | | 10,092.00 | 576.93 | 2,702.64 | 0.00 | 0.00 | 7,389.36 |
| 10E050 1700 3190 00 000000 | Drivers Ed Pur Serv | 315.00 | 30.00 | 120.00 | 0.00 | 0.00 | 195.00 |
| 10E050 1700 3230 00 000000 | Drivers Ed Rep/Maint | 1,690.00 | 0.00 | 641.36 | 0.00 | 0.00 | 1,048.64 |
| 10E050 1700 3320 00 000000 | Drivers Ed Travel | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 10E050 1700 3600 00 000000 | Drivers Ed Printing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1700 3--- -- ------ | | 2,030.00 | 30.00 | 761.36 | 0.00 | 0.00 | 1,268.64 |
| 10E050 1700 4100 00 000000 | Drivers Ed Supplies | 470.00 | 0.00 | 41.24 | 0.00 | 0.00 | 428.76 |
| 10E050 1700 4210 00 000000 | Drivers Ed Replcmnt Texbks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 1700 4640 00 000000 | Drivers Ed Fuel | 3,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,500.00 |
| 10E--- 1700 4--- -- ------ | | 3,970.00 | 0.00 | 41.24 | 0.00 | 0.00 | 3,928.76 |
| 10E050 1700 5500 00 000000 | Drivers Ed Equipment | 612.00 | 0.00 | 0.00 | 0.00 | 0.00 | 612.00 |
| 10E--- 1700 5--- -- ------ | | 612.00 | 0.00 | 0.00 | 0.00 | 0.00 | 612.00 |
| 10E--- 17-- ---- -- ------ | | 87,204.00 | 3,621.89 | 35,400.12 | 0.00 | 0.00 | 51,803.88 |
| 10E010 1800 1100 00 000000 | Bilingual Prog Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1800 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 1800 2110 00 000000 | Bilingual Program TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1800 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 1800 4100 00 000000 | Bilingual Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 170.00 | -170.00 |
| 10E--- 1800 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 170.00 | -170.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 18-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 170.00 | -170.00 |
| 10E550 1900 1110 00 550000 | TAOEP TA/Aide Salary | 23,500.00 | 2,125.08 | 7,348.12 | 0.00 | 0.00 | 16,151.88 |
| 10E750 1900 1110 00 750000 | TAOEP TA/Aide Salary | 0.00 | 0.00 | 2,918.64 | 0.00 | 0.00 | -2,918.64 |
| 10E550 1900 1200 00 550000 | | 0.00 | 91.00 | 91.00 | 0.00 | 0.00 | -91.00 |
| 10E550 1900 1210 00 550000 | TAOEP Sub TA/Aide Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 1900 1210 00 750000 | TAOEP Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1900 1--- -- ------ | | 23,500.00 | 2,216.08 | 10,357.76 | 0.00 | 0.00 | 13,142.24 |
| 10E750 1900 2130 00 750000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E550 1900 2200 00 550000 | TAOEP Ins Ben | 12.00 | 1.00 | 3.50 | 0.00 | 0.00 | 8.50 |
| 10E750 1900 2200 00 750000 | TAOEP Ins Ben | 0.00 | 0.00 | 1.50 | 0.00 | 0.00 | -1.50 |
| 10E--- 1900 2--- -- ------ | | 12.00 | 1.00 | 5.00 | 0.00 | 0.00 | 7.00 |
| 10E550 1900 4100 00 550000 | TAOEP Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 1900 4100 00 750000 | TAOEP Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1900 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 1900 5500 00 750000 | TAEOP Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1900 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E550 1900 6900 00 550000 | Refund of TAOEP PROCEEDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 1900 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 1911 6700 00 000000 | Riverside Medical Center | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 1911 6710 00 000000 | Reg Ed Pavilion Tuition | 1,650.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,650.00 |
| 10E010 1911 6730 00 000000 | Alexian Brothers Behavioral | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 1911 6790 00 000000 | Lincoln Prairie Behavioral Hom | 1,500.00 | 0.00 | 300.00 | 0.00 | 0.00 | 1,200.00 |
| 10E--- 1911 6--- -- ------ | | 3,150.00 | 0.00 | 300.00 | 0.00 | 0.00 | 2,850.00 |
| 10E260 1912 6700 00 260000 | Sp Ed Priv Swann Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 1912 6710 00 000000 | Reg Ed Pavilion Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6710 00 260000 | Sp Ed Priv Pavilion Tuition | 1,320.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,320.00 |
| 10E260 1912 6720 00 000000 | Kemmerer Village RM/BD/Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6730 00 260000 | Sp Ed Salem Children's Home | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6740 00 260000 | Sp Ed Cunningham Home R/B | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6750 00 260000 | Cunningham Children's Home | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6760 00 260000 | Swann Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6770 00 260000 | Streamwood Behavioral Health | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6780 00 260000 | Salem Childrens Home | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6800 00 260000 | Sp Ed Lincoln Prairie | 250.00 | 0.00 | 500.00 | 0.00 | 0.00 | -250.00 |
| 10E260 1912 6810 00 260000 | Meridell Achievement Center | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6830 00 260000 | Chaddock | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 1912 6850 00 260000 | LakeMary | 0.00 | 0.00 | 21,504.00 | 0.00 | 0.00 | -21,504.00 |
| 10E--- 1912 6--- -- ------ | | 1,570.00 | 0.00 | 22,004.00 | 0.00 | 0.00 | -20,434.00 |
| 10E--- 19-- ---- -- ------ | | 28,232.00 | 2,217.08 | 32,666.76 | 0.00 | 0.00 | -4,434.76 |
| 10E010 2110 1100 00 000000 | Social Worker Sal | 23,600.00 | 4,075.09 | 9,800.65 | 0.00 | 0.00 | 13,799.35 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E342 2110 1100 00 000000 | ESSER II Social Work Salary | 112,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 112,000.00 |
| 10E550 2110 1100 00 550000 | TAOEP Social Wrkr Sal | 36,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 36,000.00 |
| 10E750 2110 1100 00 750000 | TAOEP Social Worker Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2110 1110 00 000000 | RCES Social Workers Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E550 2110 1110 00 550000 | TAOEP Sec/Intervntst Sal | 0.00 | 6,237.78 | 6,237.78 | 0.00 | 0.00 | -6,237.78 |
| 10E750 2110 1110 00 750000 | TAOEP Interventionist Sal | 0.00 | -4,158.52 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 2110 1200 00 750000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2110 1--- -- ------ | | 171,600.00 | 6,154.35 | 16,038.43 | 0.00 | 0.00 | 155,561.57 |
| 10E010 2110 2110 00 000000 | Social Worker TRS | 2,300.00 | 472.45 | 1,136.23 | 0.00 | 0.00 | 1,163.77 |
| 10E342 2110 2110 00 000000 | ESSER II Social Work TRS | 23,339.00 | 0.00 | 0.00 | 0.00 | 0.00 | 23,339.00 |
| 10E550 2110 2110 00 550000 | TAOEP TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 2110 2110 00 750000 | TAOEP Social Worker TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2110 2130 00 000000 | RCES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 2110 2130 00 750000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2110 2200 00 000000 | Social Worker Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 2110 2200 00 000000 | ESSER II Soc Work Ins Benefit | 13,440.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,440.00 |
| 10E550 2110 2200 00 550000 | TAOEP Ins Ben | 12.00 | 4.02 | 4.02 | 0.00 | 0.00 | 7.98 |
| 10E750 2110 2200 00 750000 | TAOEP Ins Ben | 0.00 | -2.68 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2110 2--- -- ------ | | 39,091.00 | 473.79 | 1,140.25 | 0.00 | 0.00 | 37,950.75 |
| 10E550 2110 3190 00 550000 | TAOEP Pur Serv | 1,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,300.00 |
| 10E750 2110 3190 00 750000 | TAOEP Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 | -1.00 |
| 10E920 2110 3190 00 920000 | District Social Worker Purchas | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2110 3320 00 000000 | Social Worker Travel | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E550 2110 3320 00 550000 | TAOEP Travel-FY06 | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 | -1.00 |
| 10E750 2110 3320 00 750000 | TAOEP Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2110 3320 00 920000 | District Social Worker Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2110 3--- -- ------ | | 1,500.00 | 0.00 | 0.00 | 0.00 | 2.00 | 1,498.00 |
| 10E920 2110 4100 00 920000 | District Social Worker Supplie | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E--- 2110 4--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E020 2120 1100 00 000000 | RCES Guidance Sal | 110,266.00 | 9,276.02 | 43,594.82 | 0.00 | 0.00 | 66,671.18 |
| 10E040 2120 1100 00 000000 | RCMS Guidance Sal | 45,063.00 | 7,670.78 | 29,890.38 | 0.00 | 0.00 | 15,172.62 |
| 10E050 2120 1100 00 000000 | RCHS Guidance Salary SAL | 95,000.00 | 7,749.76 | 34,386.96 | 0.00 | 0.00 | 60,613.04 |
| 10E070 2120 1100 00 000000 | 21st Century Guid Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 2120 1100 00 000000 | ESSER II Social Work Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2120 1100 00 470000 | 21st Century SW Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2120 1110 00 000000 | RCHS Guidance Sec Salary | 25,800.00 | 4,160.98 | 16,902.98 | 0.00 | 0.00 | 8,897.02 |
| 10E020 2120 1200 00 000000 | RCES Counselor Sub | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2120 1210 00 000000 | RCHS Guidance Sub Sec Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2120 1--- -- ------ | | 276,129.00 | 28,857.54 | 124,775.14 | 0.00 | 0.00 | 151,353.86 |
| 10E020 2120 2110 00 000000 | RCES Guidance TRS | 13,000.00 | 1,075.42 | 3,226.26 | 0.00 | 0.00 | 9,773.74 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E040 2120 2110 00 000000 | RCMS Guidance TRS | 5,200.00 | 889.31 | 2,667.93 | 0.00 | 0.00 | 2,532.07 |
| 10E050 2120 2110 00 000000 | RCHS Guidance TRS | 10,500.00 | 898.48 | 2,695.44 | 0.00 | 0.00 | 7,804.56 |
| 10E070 2120 2110 00 000000 | 21st Century TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 2120 2110 00 000000 | ESSER II Social Work TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2120 2110 00 470000 | 21st Century TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2120 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2120 2200 00 000000 | RCES Ins Ben | 7,200.00 | 611.00 | 2,915.00 | 0.00 | 0.00 | 4,285.00 |
| 10E040 2120 2200 00 000000 | RCMS Guidance Ins Ben | 7,200.00 | 1,220.00 | 4,740.00 | 0.00 | 0.00 | 2,460.00 |
| 10E050 2120 2200 00 000000 | RCHS Guidance Ins Ben | 14,400.00 | 1,223.01 | 5,592.02 | 0.00 | 0.00 | 8,807.98 |
| 10E342 2120 2200 00 000000 | ESSER II Soc Work Ins Benefit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2120 2--- -- ------ | | 57,500.00 | 5,917.22 | 21,836.65 | 0.00 | 0.00 | 35,663.35 |
| 10E010 2120 3140 00 000000 | District Testing Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2120 3190 00 000000 | RCES Guid Pur Serv | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E040 2120 3190 00 000000 | RCMS Guidance Purchase Service | 150.00 | 50.00 | 50.00 | 0.00 | 0.00 | 100.00 |
| 10E050 2120 3190 00 000000 | RCHS Guidance Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2120 3190 00 000000 | 21st Century Grant-Pur Srvcs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2120 3190 00 100000 | Title I CHAT Pur Serv | 325.00 | 0.00 | 0.00 | 0.00 | 0.00 | 325.00 |
| 10E390 2120 3190 00 390000 | Perkins Guidance Software Rene | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2120 3190 00 500000 | Title I Guid Pur Serv CHAT | 1,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 |
| 10E680 2120 3190 00 680000 | CHAT Guid Speaker | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E880 2120 3190 00 880000 | CHAT #2 JF-Speaker | 21,000.00 | 0.00 | 3,700.00 | 800.00 | 0.00 | 16,500.00 |
| 10E050 2120 3230 00 000000 | RCHS Guidance Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2120 3240 00 000000 | RCHS Guidance Copier Repair | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E050 2120 3260 00 000000 | RCHS Guidance Postage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2120 3320 00 000000 | RCMS Guidance Travel | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 10E050 2120 3320 00 000000 | RCHS Guidance Travel | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 10E070 2120 3320 00 000000 | 21st Century Mile | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2120 3320 00 470000 | 21st Century Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2120 3600 00 000000 | RCHS Guidance Printing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2120 3--- -- ------ | | 23,425.00 | 50.00 | 3,750.00 | 800.00 | 0.00 | 18,875.00 |
| 10E010 2120 4100 00 000000 | District Testing Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2120 4100 00 000000 | RCES Guid Supp | 2,500.00 | 133.45 | 610.79 | 0.00 | 654.08 | 1,235.13 |
| 10E040 2120 4100 00 000000 | RCMS Guidance Supplies | 500.00 | 0.00 | 258.35 | 0.00 | 3.73 | 237.92 |
| 10E050 2120 4100 00 000000 | RCHS Guidance Supplies | 890.00 | 0.00 | 320.54 | 0.00 | 0.00 | 569.46 |
| 10E070 2120 4100 00 000000 | 21st Century Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2120 4100 00 470000 | 21st Century Guid Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2120 4100 00 500000 | Title I Counselor Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E680 2120 4100 00 680000 | CHAT Guid Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E880 2120 4100 00 880000 | CHAT #2 JF Supplies | 4,700.00 | 0.00 | 466.00 | 45.80 | 0.00 | 4,188.20 |
| 10E050 2120 4240 00 000000 | RCHS Guidance Paper/Toner | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 2120 4700 00 000000 | RCHS Guidance Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2120 4--- -- ------ | | 8,590.00 | 133.45 | 1,655.68 | 45.80 | 657.81 | 6,230.71 |
| 10E050 2120 5500 00 000000 | RCHS Guidance Equipment | 6,060.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,060.00 |
| 10E--- 2120 5--- -- ------ | | 6,060.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,060.00 |
| 10E050 2120 6400 00 000000 | RCHS Guidance Membership/Dues | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E--- 2120 6--- -- ------ | | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E010 2130 1100 00 000000 | District Nurse Salary | 158,000.00 | 13,424.56 | 66,758.27 | 0.00 | 0.00 | 91,241.73 |
| 10E010 2130 1200 00 000000 | District Sub Nurse Sal | 1,300.00 | 776.25 | 1,091.25 | 0.00 | 0.00 | 208.75 |
| 10E010 2130 1210 00 000000 | Sub Nurse Sec Sal | 2,000.00 | 0.00 | 91.00 | 0.00 | 0.00 | 1,909.00 |
| 10E--- 2130 1--- -- ------ | | 161,300.00 | 14,200.81 | 67,940.52 | 0.00 | 0.00 | 93,359.48 |
| 10E010 2130 2110 00 000000 | District Nurse TRS | 12,000.00 | 1,034.65 | 3,085.70 | 0.00 | 0.00 | 8,914.30 |
| 10E010 2130 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2130 2200 00 000000 | District Nurse Ins Ben | 7,200.00 | 613.00 | 2,925.00 | 0.00 | 0.00 | 4,275.00 |
| 10E--- 2130 2--- -- ------ | | 19,200.00 | 1,647.65 | 6,010.70 | 0.00 | 0.00 | 13,189.30 |
| 10E920 2130 3190 00 920000 | District Immuniz/Reg Fee | 6,250.00 | 100.00 | 2,592.70 | 0.00 | -188.00 | 3,845.30 |
| 10E920 2130 3230 00 920000 | District Nurse Rep/Maint | 400.00 | 0.00 | 0.00 | 0.00 | 275.00 | 125.00 |
| 10E920 2130 3320 00 920000 | District Nurse Travel | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 2130 3--- -- ------ | | 7,150.00 | 100.00 | 2,592.70 | 0.00 | 87.00 | 4,470.30 |
| 10E220 2130 4100 00 220000 | FEMA GRANT HEALTH SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 2130 4100 00 340000 | ESSER Nursing Supplies | 20,000.00 | 2,480.01 | 13,258.50 | 0.00 | 531.60 | 6,209.90 |
| 10E342 2130 4100 00 000000 | ESSER II Nursing Supplies | 30,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30,000.00 |
| 10E920 2130 4100 00 920000 | District Nurse Supplies | 6,200.00 | 565.12 | 1,452.75 | 0.00 | 3,788.57 | 958.68 |
| 10E920 2130 4400 00 920000 | Subscription Renewals | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2130 4700 00 920000 | Nurses Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2130 4--- -- ------ | | 56,200.00 | 3,045.13 | 14,711.25 | 0.00 | 4,320.17 | 37,168.58 |
| 10E920 2130 5500 00 920000 | District Nurse Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2130 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2130 6400 00 920000 | Nurses Membership/Dues Fees | 350.00 | 0.00 | 292.00 | 0.00 | 0.00 | 58.00 |
| 10E--- 2130 6--- -- ------ | | 350.00 | 0.00 | 292.00 | 0.00 | 0.00 | 58.00 |
| 10E140 2140 1100 00 140000 | Physchologist Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2140 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 2140 2110 00 140000 | Psychologist TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E140 2140 2200 00 140000 | Psychologist Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2140 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2140 3190 00 920000 | Pysh Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2140 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2140 4130 00 920000 | Psych Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2140 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E150 2150 1100 00 150000 | Speech ELL Students Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E280 2150 1100 00 280000 | District Speech Salary | 245,000.00 | 22,747.68 | 108,635.84 | 0.00 | 0.00 | 136,364.16 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E280 2150 1110 00 280000 | District Speech Aide | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2150 1--- -- ------ | | 245,000.00 | 22,747.68 | 108,635.84 | 0.00 | 0.00 | 136,364.16 |
| 10E150 2150 2110 00 150000 | Speech ELL Students TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E280 2150 2110 00 280000 | District Speech TRS | 28,000.00 | 2,637.24 | 7,944.81 | 0.00 | 0.00 | 20,055.19 |
| 10E280 2150 2130 00 280000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E280 2150 2200 00 280000 | District Speech Ins Ben | 24,812.00 | 2,410.50 | 10,959.50 | 0.00 | 0.00 | 13,852.50 |
| 10E--- 2150 2--- -- ------ | | 52,812.00 | 5,047.74 | 18,904.31 | 0.00 | 0.00 | 33,907.69 |
| 10E920 2150 3190 00 920000 | Speech Purchase Services | 99.00 | 0.00 | 0.00 | 0.00 | 0.00 | 99.00 |
| 10E920 2150 3320 00 920000 | District Speech Travel | 2,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,400.00 |
| 10E--- 2150 3--- -- ------ | | 2,499.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,499.00 |
| 10E920 2150 4100 00 920000 | District Speech Supplies | 1,125.00 | 0.00 | 121.49 | 0.00 | 187.52 | 815.99 |
| 10E920 2150 4130 00 920000 | District Speech Testing Suppli | 2,990.00 | 36.00 | 36.00 | 0.00 | 0.00 | 2,954.00 |
| 10E920 2150 4200 00 920000 | District Bilingual Test Suppli | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2150 4220 00 920000 | District Speech Workbooks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2150 4--- -- ------ | | 4,115.00 | 36.00 | 157.49 | 0.00 | 187.52 | 3,769.99 |
| 10E920 2150 5500 00 000000 | District Speech Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2150 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2150 6400 00 920000 | District Speech Dues & Fees | 1,525.00 | 1,378.00 | 1,378.00 | 0.00 | 831.00 | -684.00 |
| 10E--- 2150 6--- -- ------ | | 1,525.00 | 1,378.00 | 1,378.00 | 0.00 | 831.00 | -684.00 |
| 10E020 2190 1110 00 000000 | Supervision Aide Salary | 0.00 | 6,812.14 | 31,285.35 | 0.00 | 0.00 | -31,285.35 |
| 10E020 2190 1200 00 000000 | Sub Supervision Cert Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2190 1210 00 000000 | RCES Sub Supervision Aide | 0.00 | 500.50 | 724.50 | 0.00 | 0.00 | -724.50 |
| 10E--- 2190 1--- -- ------ | | 0.00 | 7,312.64 | 32,009.85 | 0.00 | 0.00 | -32,009.85 |
| 10E020 2190 2110 00 000000 | RCES Supervision TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2190 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2190 2200 00 000000 | RCES Supervision Aide Ins Ben | 15,000.00 | 3.34 | 1,634.02 | 0.00 | 0.00 | 13,365.98 |
| 10E--- 2190 2--- -- ------ | | 15,000.00 | 3.34 | 1,634.02 | 0.00 | 0.00 | 13,365.98 |
| 10E--- 21-- ---- -- ------ | | 1,150,296.00 | 97,105.34 | 423,462.83 | 845.80 | 6,085.50 | 719,901.87 |
| 10E070 2210 1100 00 000000 | 21st Century Prof Dev Sal | 1,250.00 | 0.00 | 367.50 | 0.00 | 0.00 | 882.50 |
| 10E100 2210 1100 00 100000 | Title I Imp Stipends | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E120 2210 1100 00 120000 | Improv of Instr Laptop Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 1100 00 180000 | RTTT Improv Instr Stipends | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 1100 00 330000 | Title II Teach Stipend | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E340 2210 1100 00 340000 | ESSER Prof Development Salary | 31,200.00 | 0.00 | 13,691.43 | 0.00 | 0.00 | 17,508.57 |
| 10E342 2210 1100 00 000000 | ESSER II Inst Tech Salary | 57,400.00 | 4,815.92 | 14,447.76 | 0.00 | 0.00 | 42,952.24 |
| 10E470 2210 1100 00 470000 | 21st Century Sal | 625.00 | 0.00 | 180.75 | 0.00 | 0.00 | 444.25 |
| 10E480 2210 1100 00 480000 | Ag 3 Circles Impr of Inst Sal | 5,531.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,531.00 |
| 10E490 2210 1100 00 490000 | Ag Grant Improv of Inst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2210 1100 00 500000 | Title I Imp Stipends | 2,000.00 | 0.00 | 60.00 | 0.00 | 0.00 | 1,940.00 |
| 10E510 2210 1100 00 510000 | At Risk Improv Sal | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E530 2210 1100 00 530000 | Title II Stipend | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E810 2210 1100 00 810000 | ROE Flow Thru | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2210 1110 00 000000 | 21st Century Prof NC Sal | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E010 2210 1200 00 000000 | District Improv of Instr | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 2210 1200 00 000000 | Fine Arts Grant Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2210 1200 00 100000 | Title I Improv Subs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2210 1200 00 110000 | EC Subs Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 2210 1200 00 170000 | Title IV Subs | 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,000.00 |
| 10E180 2210 1200 00 180000 | RTTT IM Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 1200 01 180000 | RTTT IMentoring Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E270 2210 1200 00 270000 | Title I S & A Sub Sal | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 10E330 2210 1200 00 330000 | Title II Teach Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2210 1200 00 500000 | Title I Improv Sub | 0.00 | 0.00 | 156.06 | 0.00 | 0.00 | -156.06 |
| 10E510 2210 1200 00 510000 | Pre K Imp Inst Sub Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E530 2210 1200 00 530000 | Title II Teacher Sub | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E570 2210 1200 00 570000 | Title IV Sub Sal | 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,000.00 |
| 10E580 2210 1200 00 580000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 2210 1210 00 000000 | Fine Arts Grant Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2210 1210 00 100000 | Title I Improv of Inst NC Sub | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2210 1210 00 110000 | Pre K Imp Ins Aide Sub Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 1210 00 330000 | Title II Improv Instr NC Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2210 1210 00 500000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 2210 1210 00 510000 | Pre K Imp Inst Aide Sub Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2210 1--- -- ------ | | 120,006.00 | 4,815.92 | 28,903.50 | 0.00 | 0.00 | 91,102.50 |
| 10E010 2210 2110 00 000000 | District Improv of Instr TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 2210 2110 00 000000 | Fine Arts Grant TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2210 2110 00 000000 | 21st Century Prof Dev TRS | 0.00 | 0.00 | 84.25 | 0.00 | 0.00 | -84.25 |
| 10E100 2210 2110 00 100000 | Title I Improv TRS | 170.00 | 0.00 | 0.00 | 0.00 | 0.00 | 170.00 |
| 10E110 2210 2110 00 110000 | EC Sub TRS | 70.00 | 0.00 | 0.00 | 0.00 | 0.00 | 70.00 |
| 10E120 2210 2110 00 120000 | Improv Instruc Laptop TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 2210 2110 00 170000 | Title IV Subs TRS | 834.00 | 0.00 | 0.00 | 0.00 | 0.00 | 834.00 |
| 10E180 2210 2110 00 180000 | RTTT Improv Instruct TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 2110 01 180000 | RTTT IMentoring TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E270 2210 2110 00 270000 | Title I S&A Sub TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 2110 00 330000 | Title II Teach TRS | 230.00 | 0.00 | 0.00 | 0.00 | 0.00 | 230.00 |
| 10E340 2210 2110 00 340000 | ESSER Prof Development TRS | 12,000.00 | 0.00 | 3,666.78 | 0.00 | 0.00 | 8,333.22 |
| 10E342 2210 2110 00 000000 | ESSER II Inst Tech TRS | 12,000.00 | 558.34 | 1,675.02 | 0.00 | 0.00 | 10,324.98 |
| 10E470 2210 2110 00 470000 | 21st Century TRS | 0.00 | 0.00 | 565.03 | 0.00 | 0.00 | -565.03 |
| 10E480 2210 2110 00 480000 | Ag 3 Circles TRS | 622.00 | 0.00 | 0.00 | 0.00 | 0.00 | 622.00 |
| 10E490 2210 2110 00 490000 | Ag Grant TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E500 2210 2110 00 500000 | Title I TRS | 250.00 | 0.00 | 25.46 | 0.00 | 0.00 | 224.54 |
| 10E510 2210 2110 00 510000 | EC TRS | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| 10E530 2210 2110 00 530000 | Prior Yr Title II TRS | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 10E570 2210 2110 00 570000 | Title IV Sub TRS | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E810 2210 2110 00 810000 | Pat Burk Flow Thru TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 2130 00 330000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2210 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 2210 2200 00 000000 | ESSER II Inst Tech Insurance | 6,720.00 | 610.00 | 1,830.00 | 0.00 | 0.00 | 4,890.00 |
| 10E--- 2210 2--- -- ------ | | 34,221.00 | 1,168.34 | 7,846.54 | 0.00 | 0.00 | 26,374.46 |
| 10E010 2210 3110 00 000000 | Workshop | 0.00 | 959.00 | 1,292.00 | 0.00 | 562.22 | -1,854.22 |
| 10E100 2210 3140 00 100000 | Title I Improv Consult | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 3140 00 330000 | Title II Consultant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2210 3140 00 500000 | Title I Consultant | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E530 2210 3140 00 530000 | Title II Consultant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2210 3190 00 000000 | District Improv of Instr Regis | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2210 3190 00 000000 | RCHS CTEI Regristration | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E060 2210 3190 00 000000 | Fine Arts Reg Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2210 3190 00 100000 | Title I Improv Reg Fee | 13,000.00 | 0.00 | 249.00 | 0.00 | -99.00 | 12,850.00 |
| 10E110 2210 3190 00 110000 | EC 3-5 Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E120 2210 3190 00 120000 | Laptop Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 2210 3190 00 170000 | Title IV Purchase Service | 26,135.00 | 690.00 | 690.00 | 0.00 | 690.00 | 24,755.00 |
| 10E180 2210 3190 00 180000 | RTTT Speaker/Reg Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E190 2210 3190 00 190000 | Title VI Rrl Ed Imp of Ins PS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E270 2210 3190 00 270000 | Title I S&A Consult Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E290 2210 3190 00 290000 | JFF Bio Med PD | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 3190 00 330000 | Title II Purchase Serv | 3,556.00 | -2,435.00 | 2.22 | 0.00 | 0.00 | 3,553.78 |
| 10E340 2210 3190 00 340000 | ESSER Prof Dev Purchase Servic | 1,300.00 | 0.00 | 1,192.00 | 0.00 | 0.00 | 108.00 |
| 10E390 2210 3190 00 390000 | Perkins Registration | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2210 3190 00 470000 | 21st Century Pur Serv | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 |
| 10E490 2210 3190 00 490000 | Ag Grant Imp Inst Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2210 3190 00 500000 | Title I Pur Serv | 4,000.00 | 76.00 | 1,151.00 | 0.00 | 1,040.00 | 1,809.00 |
| 10E510 2210 3190 00 510000 | PI Reg, Mileage | 1,300.00 | 0.00 | 0.00 | 0.00 | 520.00 | 780.00 |
| 10E530 2210 3190 00 530000 | Title II Pur Serv | 6,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,500.00 |
| 10E570 2210 3190 00 570000 | Title II Purchase Service | 15,000.00 | 0.00 | 499.00 | 0.00 | 3,500.00 | 11,001.00 |
| 10E680 2210 3190 00 680000 | CHAT Pur Serv/Speaker | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 2210 3190 00 750000 | TAOEP pur serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2210 3320 00 000000 | District Improv of Instr Mieag | 0.00 | 0.00 | 1.23 | 0.00 | 0.00 | -1.23 |
| 10E050 2210 3320 00 000000 | RCHS CTEI TRAVEL | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E060 2210 3320 00 000000 | Fine Arts Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2210 3320 00 000000 | 21st Century Mile | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E090 2210 3320 00 000000 | Cloud Grant Improv of Instr Tr | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E090 2210 3320 00 090000 | Cloud Grant Improv Inst Mileag | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2210 3320 00 100000 | Title I Improv Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2210 3320 00 110000 | EC 3-5 Trav | 0.00 | 0.00 | 0.00 | 0.00 | 187.50 | -187.50 |
| 10E110 2210 3320 01 110000 | EC 0-3 Trav | 0.00 | 0.00 | 791.75 | 0.00 | -206.25 | -585.50 |
| 10E170 2210 3320 00 170000 | Title IV Meals Mile Motel Reg | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 3320 00 180000 | RTTT Imp Ins Meals/Mile/Motel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 3320 01 180000 | RTTTIM Imp Inst Meals/Mile/Mo | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E270 2210 3320 00 270000 | Title I S&A Travel Exp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 3320 00 330000 | Title II Travel | 2,081.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,081.00 |
| 10E390 2210 3320 00 390000 | Perkins Travel | 2,205.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,205.00 |
| 10E470 2210 3320 00 470000 | 21st Century Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2210 3320 00 500000 | Title I Travel | 1,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 10E510 2210 3320 00 510000 | At Risk Improv Trav | 1,500.00 | 364.18 | 862.86 | 0.00 | 0.00 | 637.14 |
| 10E530 2210 3320 00 530000 | Prior Yr Title II Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E550 2210 3320 00 550000 | TAOEP Travel | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E570 2210 3320 00 570000 | Title IV Travel | 3,000.00 | 0.00 | 1,213.18 | 0.00 | 0.00 | 1,786.82 |
| 10E580 2210 3320 00 580000 | RttT Meals, Mileage Motels | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E750 2210 3320 00 750000 | TAOEP Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2210 3--- -- ------ | | 87,127.00 | -345.82 | 7,944.24 | 0.00 | 6,194.47 | 72,988.29 |
| 10E010 2210 4100 00 000000 | Dist Improv of Instr Supplies | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E060 2210 4100 00 000000 | Fine Arts Improv Inst Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2210 4100 00 000000 | 21st Century Prof Dev Supp | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E100 2210 4100 00 100000 | Title I Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2210 4100 00 110000 | EC IMPROV OF INSTR SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E120 2210 4100 00 120000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 2210 4100 00 170000 | Title IV Improv Instr Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 4100 00 180000 | RTTT Impr Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 2210 4100 01 180000 | RTT IM Suppplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E270 2210 4100 00 270000 | Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 2210 4100 00 330000 | Title II Improv of Instruct Su | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2210 4100 00 470000 | 21st Century Imp of Inst Supp | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 10E500 2210 4100 00 500000 | Title I Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E530 2210 4100 00 530000 | Title II Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E570 2210 4100 00 570000 | Title IV Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E680 2210 4100 00 680000 | CHAT Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2210 4--- -- ------ | | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E120 2210 5500 00 120000 | Laptop Improv Instruct Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2210 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2220 1100 00 000000 | RCES IMC Salary | 80,000.00 | 5,913.48 | 28,897.96 | 0.00 | 0.00 | 51,102.04 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E040 2220 1100 00 000000 | RCMS IMC Salary | 45,000.00 | 3,573.12 | 17,388.92 | 0.00 | 0.00 | 27,611.08 |
| 10E050 2220 1100 00 000000 | RCHS IMC Teach Sal | 78,000.00 | 0.00 | 10,879.16 | 0.00 | 0.00 | 67,120.84 |
| 10E020 2220 1110 00 000000 | RCES IMC Aide/Asst Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2220 1110 00 000000 | RCMS Aide/Asst Salary | 18,879.00 | 0.00 | 0.00 | 0.00 | 0.00 | 18,879.00 |
| 10E050 2220 1110 00 000000 | RCHS Library TA | 25,000.00 | 0.00 | 3,073.54 | 0.00 | 0.00 | 21,926.46 |
| 10E020 2220 1200 00 000000 | RCES IMC Sub Sal | 2,000.00 | 167.50 | 1,402.50 | 0.00 | 0.00 | 597.50 |
| 10E040 2220 1200 00 000000 | RCMS Lib Sub Sal | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E050 2220 1200 00 000000 | RCHS IMC Sub Teach Sal | 340.00 | 0.00 | 0.00 | 0.00 | 0.00 | 340.00 |
| 10E020 2220 1210 00 000000 | RCES IMC Sub Aide/Asst | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2220 1210 00 000000 | RCMS IMC Sub Aide | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2220 1--- -- ------ | | 249,719.00 | 9,654.10 | 61,642.08 | 0.00 | 0.00 | 188,076.92 |
| 10E020 2220 2110 00 000000 | RCES IMC TRS | 8,500.00 | 686.39 | 2,062.44 | 0.00 | 0.00 | 6,437.56 |
| 10E040 2220 2110 00 000000 | RCMS IMC TRS | 4,500.00 | 414.24 | 1,242.72 | 0.00 | 0.00 | 3,257.28 |
| 10E050 2220 2110 00 000000 | RCHS IMC TRS | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,000.00 |
| 10E020 2220 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2220 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2220 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2220 2200 00 000000 | RCES IMC Ins Benefit | 8,000.00 | 610.00 | 2,910.00 | 0.00 | 0.00 | 5,090.00 |
| 10E040 2220 2200 00 000000 | RCMS IMC Ins Benefit | 7,200.00 | 610.00 | 2,910.00 | 0.00 | 0.00 | 4,290.00 |
| 10E050 2220 2200 00 000000 | RCHS IMC Ins Benefit | 14,400.00 | 0.00 | 1,620.00 | 0.00 | 0.00 | 12,780.00 |
| 10E--- 2220 2--- -- ------ | | 50,600.00 | 2,320.63 | 10,745.16 | 0.00 | 0.00 | 39,854.84 |
| 10E020 2220 3140 00 000000 | RCES Library Fees | 1,000.00 | 0.00 | 912.67 | 0.00 | 0.00 | 87.33 |
| 10E040 2220 3190 00 000000 | RCMS Library Pur Serv | 728.00 | 0.00 | 912.67 | 0.00 | 0.00 | -184.67 |
| 10E050 2220 3190 00 000000 | RCHS IMC Pur Service | 4,400.00 | 22.73 | 2,821.72 | 0.00 | 27.00 | 1,551.28 |
| 10E020 2220 3230 00 000000 | RCES IMC Repair/Maint | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E040 2220 3230 00 000000 | RCMS IMC Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2220 3230 00 000000 | RCHS IMC Rep/Maint | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E050 2220 3240 00 000000 | RCHS IMC Copier Repair | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 10E050 2220 3260 00 000000 | RCHS IMC Postage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2220 3320 00 000000 | RCHS IMC Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2220 3--- -- ------ | | 6,728.00 | 22.73 | 4,647.06 | 0.00 | 27.00 | 2,053.94 |
| 10E020 2220 4100 00 000000 | RCES IMC Supplies | 2,800.00 | 0.00 | 1,333.68 | 0.00 | 153.15 | 1,313.17 |
| 10E030 2220 4100 00 000000 | WRES IMC Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2220 4100 00 000000 | RCMS IMC Supplies | 1,620.00 | 316.10 | 588.06 | 0.00 | 186.88 | 845.06 |
| 10E050 2220 4100 00 000000 | RCHS IMC Supplies | 3,500.00 | 134.23 | 271.54 | 0.00 | 129.58 | 3,098.88 |
| 10E240 2220 4100 00 240000 | IL St Library Grnt Supp | 1,906.00 | 0.00 | 908.83 | 0.00 | -471.95 | 1,469.12 |
| 10E250 2220 4100 00 250000 | Fed Lib Grant Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E290 2220 4100 00 290000 | JFF Library Books | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E050 2220 4110 00 000000 | RCHS IMC Video Purchase | 100.00 | 8.50 | 8.50 | 0.00 | 1.49 | 90.01 |
| 10E020 2220 4300 00 000000 | RCES IMC Books | 6,500.00 | 2,138.34 | 3,557.23 | 74.31 | 685.29 | 2,183.17 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E040 2220 4300 00 000000 | RCMS IMC Books | 4,900.00 | 0.00 | 2,924.93 | 0.00 | 1,972.80 | 2.27 |
| 10E050 2220 4300 00 000000 | RCHS IMC Books | 4,700.00 | 313.55 | 1,374.72 | 0.00 | 2,857.31 | 467.97 |
| 10E020 2220 4400 00 000000 | RCES IMC Periodicals | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E040 2220 4400 00 000000 | RCMS IMC Periodicals | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2220 4400 00 000000 | RCHS IMC Periodicals | 2,000.00 | 0.00 | 1,832.19 | 0.00 | 0.00 | 167.81 |
| 10E020 2220 4700 00 000000 | RCES IMC Software | 300.00 | 0.00 | 144.00 | 0.00 | 0.00 | 156.00 |
| 10E040 2220 4700 00 000000 | RCMS IMC Software | 1,000.00 | 0.00 | 999.62 | 0.00 | 0.00 | 0.38 |
| 10E050 2220 4700 00 000000 | RCHS IMC Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2220 4--- -- ------ | | 30,626.00 | 2,910.72 | 13,943.30 | 74.31 | 5,514.55 | 11,093.84 |
| 10E020 2220 5500 00 000000 | RCES IMC Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2220 5500 00 000000 | RCMS IMC Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2220 5500 00 000000 | RCHS IMC Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2220 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2220 6400 00 000000 | RCES IMC Dues/Fees | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 10E040 2220 6400 00 000000 | RCMS IMC Dues/Fees | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 10E050 2220 6400 00 000000 | RCHS IMC Dues/Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2220 6--- -- ------ | | 1,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 |
| 10E340 2230 1100 00 340000 | ESSER MTSS Intervention Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2230 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 2230 2110 00 340000 | ESSER MTSS TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 2230 2200 00 340000 | ESSER MTSS Ins Benefit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2230 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2230 3140 00 100000 | Title I Scoring | 0.00 | 0.00 | 33,415.76 | 0.00 | 0.00 | -33,415.76 |
| 10E500 2230 3140 00 500000 | Title I Scoring | 33,800.00 | 0.00 | 1,820.00 | 0.00 | 0.00 | 31,980.00 |
| 10E050 2230 3190 00 000000 | RCHS CTEI Purchase Service | 160.00 | 0.00 | 0.00 | 0.00 | 0.00 | 160.00 |
| 10E710 2230 3190 00 710000 | Elementry Careers Purchase Ser | 595.00 | 0.00 | 0.00 | 0.00 | 0.00 | 595.00 |
| 10E--- 2230 3--- -- ------ | | 34,555.00 | 0.00 | 35,235.76 | 0.00 | 0.00 | -680.76 |
| 10E100 2230 4100 00 100000 | Title I Testing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2230 4100 00 500000 | Title I Testing | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2230 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 22-- ---- -- ------ | | 615,182.00 | 20,546.62 | 170,907.64 | 74.31 | 11,736.02 | 432,464.03 |
| 10E010 2310 1110 00 000000 | BOE Sec/Treasure Sal | 7,000.00 | 445.29 | 2,226.45 | 0.00 | 0.00 | 4,773.55 |
| 10E--- 2310 1--- -- ------ | | 7,000.00 | 445.29 | 2,226.45 | 0.00 | 0.00 | 4,773.55 |
| 10E010 2310 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 2200 00 000000 | BOE Sec Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2310 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 3140 00 000000 | District Feasibility Consultan | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 3160 00 000000 | BOE Architectural Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 3170 00 000000 | BOE Audit Fee | 15,000.00 | 0.00 | 13,500.00 | 0.00 | 0.00 | 1,500.00 |
| 10E010 2310 3180 00 000000 | BOE Reg Chicago | 17,000.00 | 1,639.15 | 7,730.15 | 0.00 | 3.00 | 9,266.85 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E010 2310 3190 00 000000 | BOE Other Pur Ser | 14,000.00 | 0.00 | 627.50 | 0.00 | 55.00 | 13,317.50 |
| 10E220 2310 3190 00 220000 | BOE Background Checks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 3230 00 000000 | BOE Repair/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 3320 00 000000 | BOE Travel | 500.00 | 0.00 | 0.00 | 0.00 | 1.00 | 499.00 |
| 10E010 2310 3500 00 000000 | BOE Advertising | 3,500.00 | 43.40 | 234.80 | 0.00 | 0.00 | 3,265.20 |
| 10E010 2310 3600 00 000000 | BOE Printing | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E010 2310 3800 00 000000 | BOE Pd Cert Life Ins | 21,000.00 | 2,586.25 | 12,954.71 | 0.00 | 7.00 | 8,038.29 |
| 10E010 2310 3850 00 000000 | BOE Unemployment Comp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2310 3--- -- ------ | | 71,100.00 | 4,268.80 | 35,047.16 | 0.00 | 66.00 | 35,986.84 |
| 10E010 2310 4100 00 000000 | BOE Supplies | 9,500.00 | 3,058.62 | 4,133.42 | 0.00 | 5.00 | 5,361.58 |
| 10E010 2310 4110 00 000000 | BOE Serv Awards Supp | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E--- 2310 4--- -- ------ | | 9,600.00 | 3,058.62 | 4,133.42 | 0.00 | 5.00 | 5,461.58 |
| 10E010 2310 5500 00 000000 | BOE Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2310 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2310 6400 00 000000 | BOE Dues/Fees | 7,500.00 | 0.00 | 0.00 | 0.00 | 1.00 | 7,499.00 |
| 10E--- 2310 6--- -- ------ | | 7,500.00 | 0.00 | 0.00 | 0.00 | 1.00 | 7,499.00 |
| 10E010 2320 1100 00 000000 | Superintendent Salary | 162,676.00 | 13,556.34 | 67,781.70 | 0.00 | 0.00 | 94,894.30 |
| 10E010 2320 1110 00 000000 | Supt Secretary Salary | 43,493.00 | 4,308.67 | 29,913.05 | 0.00 | 0.00 | 13,579.95 |
| 10E--- 2320 1--- -- ------ | | 206,169.00 | 17,865.01 | 97,694.75 | 0.00 | 0.00 | 108,474.25 |
| 10E010 2320 2110 00 000000 | Superintendent TRS | 16,090.00 | 1,571.66 | 7,858.34 | 0.00 | 0.00 | 8,231.66 |
| 10E010 2320 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2320 2200 00 000000 | Supt Office Ins Ben | 14,320.00 | 611.00 | 3,865.00 | 0.00 | 0.00 | 10,455.00 |
| 10E--- 2320 2--- -- ------ | | 30,410.00 | 2,182.66 | 11,723.34 | 0.00 | 0.00 | 18,686.66 |
| 10E010 2320 3190 00 000000 | Supt Office Pur Serv | 5,000.00 | 3,376.00 | 6,717.85 | 0.00 | 3.00 | -1,720.85 |
| 10E010 2320 3230 00 000000 | Supt Office Repair/Maint | 500.00 | 0.00 | 58.00 | 0.00 | 1.00 | 441.00 |
| 10E010 2320 3240 00 000000 | Supt Office Copier Rep | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2320 3250 00 000000 | Supt Office Rental | 5,000.00 | 0.00 | 2,376.00 | 0.00 | 0.00 | 2,624.00 |
| 10E010 2320 3260 00 000000 | Supt Office Postage | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 10E010 2320 3320 00 000000 | Supt Office Travel | 2,500.00 | 472.64 | 1,395.69 | 0.00 | 3.00 | 1,101.31 |
| 10E010 2320 3400 00 000000 | Supt Office Telephone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2320 3--- -- ------ | | 15,500.00 | 3,848.64 | 10,547.54 | 0.00 | 7.00 | 4,945.46 |
| 10E010 2320 4100 00 000000 | Supt Office Supplies | 10,000.00 | 0.00 | 582.56 | 0.00 | 4.00 | 9,413.44 |
| 10E010 2320 4240 00 000000 | Supt Office Copier Paper | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2320 4400 00 000000 | District Off Subscription Renw | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2320 4700 00 000000 | Supt Office Software | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 2320 4--- -- ------ | | 10,500.00 | 0.00 | 582.56 | 0.00 | 4.00 | 9,913.44 |
| 10E010 2320 5500 00 000000 | District Off Equipment | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E--- 2320 5--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E010 2320 6400 00 000000 | Supt Office Dues/Fees | 1,000.00 | 0.00 | 0.00 | 0.00 | 3.00 | 997.00 |
| 10E--- 2320 6--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 3.00 | 997.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E010 2330 1100 00 000000 | Asst Supt/Cur Dir Sal | 125,717.00 | 10,476.42 | 52,382.10 | 0.00 | 0.00 | 73,334.90 |
| 10E070 2330 1100 00 000000 | 21st Century Grant Adm Sal | 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,000.00 |
| 10E100 2330 1100 00 100000 | Title I Admin Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2330 1100 00 500000 | Title Admin Salary | 15,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 |
| 10E010 2330 1110 00 000000 | Asst Supt Sec Sal | 44,987.00 | 0.00 | 2,244.11 | 0.00 | 0.00 | 42,742.89 |
| 10E070 2330 1110 00 000000 | 21st Century Sec Sal | 500.00 | 308.23 | 387.04 | 0.00 | 0.00 | 112.96 |
| 10E100 2330 1110 00 100000 | Title I Admin Sec Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2330 1110 00 110000 | PreK Admin Sec Sal | 0.00 | 0.00 | 1,723.50 | 0.00 | 0.00 | -1,723.50 |
| 10E470 2330 1110 00 470000 | 21st Century Sec Sal | 7,250.00 | 0.00 | 1,445.07 | 0.00 | 0.00 | 5,804.93 |
| 10E500 2330 1110 00 500000 | Title I Admin Sec Salary | 3,750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,750.00 |
| 10E510 2330 1110 00 510000 | PreK Adm Sec Sal Prior | 10,500.00 | 918.34 | 2,755.02 | 0.00 | 0.00 | 7,744.98 |
| 10E--- 2330 1--- -- ------ | | 214,704.00 | 11,702.99 | 60,936.84 | 0.00 | 0.00 | 153,767.16 |
| 10E010 2330 2110 00 000000 | Asst Supt TRS | 12,500.00 | 1,214.58 | 6,072.86 | 0.00 | 0.00 | 6,427.14 |
| 10E070 2330 2110 00 000000 | 21st Century TRS | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E100 2330 2110 00 100000 | Title I Admin TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2330 2110 00 470000 | 21st Century Adm TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2330 2110 00 500000 | Title I TRS | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 10E010 2330 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2330 2130 00 100000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2330 2130 00 470000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2330 2200 00 000000 | Asst Supt/CurDir/Sec Ben | 13,000.00 | 610.00 | 3,050.00 | 0.00 | 0.00 | 9,950.00 |
| 10E110 2330 2200 00 110000 | PreK Adm Sec Ben | 0.00 | 0.00 | 1.00 | 0.00 | 0.00 | -1.00 |
| 10E510 2330 2200 00 510000 | Pre K Sec Ins Ben | 6.00 | 0.25 | 1.25 | 0.00 | 0.00 | 4.75 |
| 10E--- 2330 2--- -- ------ | | 31,006.00 | 1,824.83 | 9,125.11 | 0.00 | 0.00 | 21,880.89 |
| 10E100 2330 3170 00 100000 | Title I Audit Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2330 3170 00 500000 | Title I Audit Fee | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E010 2330 3190 00 000000 | Asst Supt Purchase Serv | 1,500.00 | 0.00 | 175.00 | 0.00 | 0.00 | 1,325.00 |
| 10E470 2330 3190 00 470000 | 21st Century Adm Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2330 3320 00 000000 | Asst Supt Travel | 500.00 | 50.82 | 50.82 | 0.00 | 3.00 | 446.18 |
| 10E100 2330 3320 00 100000 | Title I Adm Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2330 3320 00 500000 | Title I Adm Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2330 3--- -- ------ | | 3,500.00 | 50.82 | 225.82 | 0.00 | 3.00 | 3,271.18 |
| 10E070 2330 4100 00 000000 | 21st Century Admin Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 2330 4100 00 100000 | Title I Adm Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2330 4100 00 110000 | Pre K Adm Supp | 220.00 | 0.00 | 0.00 | 0.00 | 0.00 | 220.00 |
| 10E470 2330 4100 00 470000 | 21st Century Adm Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2330 4100 00 500000 | Title I Adm Supp | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 10E510 2330 4100 00 510000 | Pre K Adm Supp | 350.00 | 0.00 | 0.00 | 0.00 | 0.00 | 350.00 |
| 10E--- 2330 4--- -- ------ | | 970.00 | 0.00 | 0.00 | 0.00 | 0.00 | 970.00 |
| 10E110 2330 5500 00 110000 | PRE K ADM EQUIPMENT | 6,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E510 2330 5500 00 510000 | Pre K Adm Equip | 6,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| 10E--- 2330 5--- -- ------ | | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| 10E010 2330 6400 00 000000 | Asst Supt Dues/Fees | 900.00 | 0.00 | 15.00 | 0.00 | 0.00 | 885.00 |
| 10E--- 2330 6--- -- ------ | | 900.00 | 0.00 | 15.00 | 0.00 | 0.00 | 885.00 |
| 10E280 2331 1100 00 280000 | Sp Ed Dir Sal | 138,000.00 | 13,729.68 | 64,948.68 | 0.00 | 0.00 | 73,051.32 |
| 10E110 2331 1110 00 110000 | Admin PI Sec Sal | 2,565.00 | 0.00 | 2,077.88 | 0.00 | 0.00 | 487.12 |
| 10E280 2331 1110 00 280000 | Sp Ed Sec Sal | 38,800.00 | 1,247.81 | 11,052.73 | 0.00 | 0.00 | 27,747.27 |
| 10E510 2331 1110 00 510000 | 0-3 Pre K Adm Sec | 10,500.00 | 918.32 | 2,754.96 | 0.00 | 0.00 | 7,745.04 |
| 10E--- 2331 1--- -- ------ | | 189,865.00 | 15,895.81 | 80,834.25 | 0.00 | 0.00 | 109,030.75 |
| 10E280 2331 2110 00 280000 | Sp Needs Dir TRS | 16,000.00 | 1,591.74 | 6,815.81 | 0.00 | 0.00 | 9,184.19 |
| 10E280 2331 2130 00 280000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2331 2200 00 110000 | Admin PI Sec Ben | 6.00 | 0.00 | 1.00 | 0.00 | 0.00 | 5.00 |
| 10E280 2331 2200 00 280000 | Sp Ed Ins Ben | 21,600.00 | 1,251.00 | 7,186.00 | 0.00 | 0.00 | 14,414.00 |
| 10E510 2331 2200 00 510000 | Admin PI Sec Ben | 10.00 | 0.25 | 1.25 | 0.00 | 0.00 | 8.75 |
| 10E--- 2331 2--- -- ------ | | 37,616.00 | 2,842.99 | 14,004.06 | 0.00 | 0.00 | 23,611.94 |
| 10E110 2331 3190 00 110000 | PI Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 2331 3190 00 510000 | PI Pur Serv | 2,000.00 | 0.00 | 2,000.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2331 3190 00 920000 | Sp Ed Purchase Service | 20,500.00 | 4,854.59 | 12,543.99 | 0.00 | 0.00 | 7,956.01 |
| 10E920 2331 3230 00 920000 | Sp Ed Rep/Maint | 1,200.00 | 0.00 | 215.95 | 0.00 | 1,070.05 | -86.00 |
| 10E920 2331 3240 00 920000 | Sp Ed Copier Repair | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2331 3260 00 920000 | Sp Ed Postage | 2,500.00 | 0.00 | 54.92 | 0.00 | 0.00 | 2,445.08 |
| 10E920 2331 3320 00 920000 | Sp Ed Travel | 5,600.00 | 35.28 | 123.98 | 0.00 | -2.00 | 5,478.02 |
| 10E920 2331 3400 00 920000 | Sp Ed Telephone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2331 3--- -- ------ | | 31,800.00 | 4,889.87 | 14,938.84 | 0.00 | 1,068.05 | 15,793.11 |
| 10E110 2331 4100 00 110000 | PI Adm Supplies | 341.00 | 0.00 | 269.43 | 0.00 | 0.00 | 71.57 |
| 10E510 2331 4100 00 510000 | PI Adm Supp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E920 2331 4100 00 920000 | Sp Ed Supplies | 8,100.00 | 217.20 | 1,246.90 | 0.00 | 2,777.20 | 4,075.90 |
| 10E920 2331 4130 00 920000 | Sp Ed Test Supplies | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E920 2331 4240 00 920000 | Sp Ed Copy Paper | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2331 4700 00 920000 | Sp Ed Dir Software | 10,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,500.00 |
| 10E--- 2331 4--- -- ------ | | 19,941.00 | 217.20 | 1,516.33 | 0.00 | 2,777.20 | 15,647.47 |
| 10E920 2331 5400 00 920000 | Sp Ed Dir Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E920 2331 5500 00 920000 | Sp Ed Adm Equip | 5,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,700.00 |
| 10E--- 2331 5--- -- ------ | | 5,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,700.00 |
| 10E920 2331 6400 00 920000 | Sp Needs Coord. Dues/Fees | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E--- 2331 6--- -- ------ | | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E320 2333 1100 00 320000 | Building Grounds Dir Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2333 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E320 2333 2110 00 320000 | Building Grounds Dir TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E320 2333 2200 00 320000 | Building Grounds Dir Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 2333 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 23-- ---- -- ------ | | 908,081.00 | 69,093.53 | 343,551.47 | 0.00 | 3,934.25 | 560,595.28 |
| 10E020 2410 1100 00 000000 | RCES Prin Sal | 281,875.00 | 23,571.54 | 116,491.42 | 0.00 | 0.00 | 165,383.58 |
| 10E030 2410 1100 00 000000 | WRES Principal Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 1100 00 000000 | RCMS Principal Sal | 147,855.00 | 12,527.10 | 61,986.34 | 0.00 | 0.00 | 85,868.66 |
| 10E050 2410 1100 00 000000 | RCHS Principal Salary | 200,000.00 | 14,290.40 | 80,305.52 | 0.00 | 0.00 | 119,694.48 |
| 10E020 2410 1110 00 000000 | RCES Sec Sal | 115,000.00 | 10,700.95 | 50,529.38 | 0.00 | 0.00 | 64,470.62 |
| 10E030 2410 1110 00 000000 | WRES Secretary Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 1110 00 000000 | RCMS Secretarial Sal | 48,045.00 | 3,902.92 | 21,165.97 | 0.00 | 0.00 | 26,879.03 |
| 10E050 2410 1110 00 000000 | RCHS Principal Sec Sal | 82,000.00 | 4,799.28 | 27,773.11 | 0.00 | 0.00 | 54,226.89 |
| 10E020 2410 1200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2410 1210 00 000000 | RCES Sub Sec Sal | 250.00 | 299.21 | 809.33 | 0.00 | 0.00 | -559.33 |
| 10E040 2410 1210 00 000000 | RCMS Sub Secretary Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 1210 00 000000 | RCHS Principal Sub Sec Sal | 0.00 | 0.00 | 780.00 | 0.00 | 0.00 | -780.00 |
| 10E--- 2410 1--- -- ------ | | 875,025.00 | 70,091.40 | 359,841.07 | 0.00 | 0.00 | 515,183.93 |
| 10E020 2410 2110 00 000000 | RCES Prin TRS | 32,000.00 | 2,732.78 | 11,717.73 | 0.00 | 0.00 | 20,282.27 |
| 10E040 2410 2110 00 000000 | RCMS Principal TRS | 17,356.00 | 1,452.34 | 5,809.30 | 0.00 | 0.00 | 11,546.70 |
| 10E050 2410 2110 00 000000 | RCHS Principal TRS | 23,000.00 | 1,656.77 | 8,275.97 | 0.00 | 0.00 | 14,724.03 |
| 10E020 2410 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2410 2200 00 000000 | RCES Prin Ins Benefit | 24,700.00 | 1,834.50 | 13,516.00 | 0.00 | 0.00 | 11,184.00 |
| 10E030 2410 2200 00 000000 | WRES Prins Benefits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 2200 00 000000 | RCMS Principal Ins Ben | 7,200.00 | 612.00 | 2,990.00 | 0.00 | 0.00 | 4,210.00 |
| 10E050 2410 2200 00 000000 | RCHS Principal Ins Ben | 18,700.00 | 1,222.00 | 5,901.50 | 0.00 | 0.00 | 12,798.50 |
| 10E--- 2410 2--- -- ------ | | 122,956.00 | 9,510.39 | 48,210.50 | 0.00 | 0.00 | 74,745.50 |
| 10E020 2410 3190 00 000000 | RCES Prin Off Pur Serv | 5,564.00 | 0.00 | 8,504.42 | 0.00 | 2,461.56 | -5,401.98 |
| 10E030 2410 3190 00 000000 | WRES Purchase Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 3190 00 000000 | RCMS Principal Purchase Serv | 7,900.00 | 0.00 | 8,018.16 | 0.00 | 2,382.56 | -2,500.72 |
| 10E050 2410 3190 00 000000 | RCHS Principal Purchase Serv | 10,000.00 | 0.00 | 9,906.88 | 0.00 | 2,382.56 | -2,289.44 |
| 10E020 2410 3230 00 000000 | RCES Prin Off Rep/Maint | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E030 2410 3230 00 000000 | WRES Principal Repair | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 3230 00 000000 | RCMS Principal Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 3230 00 000000 | RCHS Principal Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2410 3240 00 000000 | RCES Prin Copier Repair | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 3240 00 000000 | RCMS Principal Copier Repair | 450.00 | 90.00 | 224.00 | 0.00 | 0.00 | 226.00 |
| 10E050 2410 3240 00 000000 | RCHS Principal Copier Repair | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E020 2410 3320 00 000000 | RCES Prin Off Travel | 1,500.00 | 975.74 | 975.74 | 0.00 | 760.28 | -236.02 |
| 10E030 2410 3320 00 000000 | WRES Principal Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 3320 00 000000 | RCMS Principal Travel | 1,000.00 | 277.64 | 277.64 | 0.00 | 1.00 | 721.36 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 2410 3320 00 000000 | RCHS Principal Travel | 1,500.00 | 12.00 | 80.36 | 0.00 | 419.71 | 999.93 |
| 10E020 2410 3400 00 000000 | RCES Prin Off Telephone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E030 2410 3400 00 000000 | WRES Telephone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 3400 00 000000 | RCMS Principal Telephone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 3400 00 000000 | RCHS Principal Telephone | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2410 3600 00 000000 | RCES Printing | 2,000.00 | 119.80 | 252.80 | 0.00 | 1,747.20 | 0.00 |
| 10E040 2410 3600 00 000000 | RCMS Printing | 1,400.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 400.00 |
| 10E050 2410 3600 00 000000 | RCHS Printing | 3,000.00 | 0.00 | 389.98 | 0.00 | 404.03 | 2,205.99 |
| 10E--- 2410 3--- -- ------ | | 37,814.00 | 1,475.18 | 28,629.98 | 0.00 | 11,558.90 | -2,374.88 |
| 10E020 2410 4100 00 000000 | RCES Prin Off Supplies | 5,000.00 | 5.00 | 457.40 | 0.00 | 622.40 | 3,920.20 |
| 10E030 2410 4100 00 000000 | WRES Principal Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 4100 00 000000 | RCMS Principal Supplies | 4,900.00 | 615.75 | 1,242.45 | 0.00 | 327.23 | 3,330.32 |
| 10E050 2410 4100 00 000000 | RCHS Principal Supplies | 14,000.00 | 1,957.56 | 3,172.10 | 0.00 | 5,338.36 | 5,489.54 |
| 10E020 2410 4240 00 000000 | RCES Copier Toner | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 4240 00 000000 | RCHS Principal Copier Toner | 2,000.00 | 386.00 | 386.00 | 0.00 | 114.00 | 1,500.00 |
| 10E020 2410 4250 00 000000 | RCES Copier Parts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 4400 00 000000 | RCHS Principal Subscriptions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2410 4700 00 000000 | RCES Prin Off Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 4700 00 000000 | RCMS Principapl Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2410 4700 00 000000 | RCHS Principal Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2410 4--- -- ------ | | 25,900.00 | 2,964.31 | 5,257.95 | 0.00 | 6,401.99 | 14,240.06 |
| 10E020 2410 5500 00 000000 | RCES Principal Equip | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E040 2410 5500 00 000000 | RCMS Principal Equip | 3,000.00 | 0.00 | 748.72 | 0.00 | 0.00 | 2,251.28 |
| 10E050 2410 5500 00 000000 | RCHS Principal Equip | 1,158.00 | 1,221.00 | 1,221.00 | 0.00 | 0.00 | -63.00 |
| 10E--- 2410 5--- -- ------ | | 5,158.00 | 1,221.00 | 1,969.72 | 0.00 | 0.00 | 3,188.28 |
| 10E020 2410 6400 00 000000 | RCES Prin Dues/Fees | 2,000.00 | 409.00 | 455.00 | 0.00 | 0.00 | 1,545.00 |
| 10E030 2410 6400 00 000000 | WRES Dues & Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2410 6400 00 000000 | RCMS Principal Dues/Fees | 700.00 | 0.00 | 936.93 | 0.00 | 0.00 | -236.93 |
| 10E050 2410 6400 00 000000 | RCHS Principal Dues/Fees | 1,500.00 | 0.00 | 0.00 | 0.00 | 409.00 | 1,091.00 |
| 10E--- 2410 6--- -- ------ | | 4,200.00 | 409.00 | 1,391.93 | 0.00 | 409.00 | 2,399.07 |
| 10E010 2490 1100 00 000000 | Program Supervisor Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2490 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2490 2110 00 000000 | Program Suprvr TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2490 2200 00 000000 | Program Suprvr Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2490 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2490 3190 00 000000 | Purchase Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2490 3320 00 000000 | Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2490 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2490 6400 00 000000 | Program Supervisor Dues/ Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2490 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 24-- ---- -- ------ | | 1,071,053.00 | 85,671.28 | 445,301.15 | 0.00 | 18,369.89 | 607,381.96 |
| 10E010 2520 1110 00 000000 | Fiscal Service Salaries | 135,000.00 | 11,106.29 | 50,380.24 | 0.00 | 0.00 | 84,619.76 |
| 10E--- 2520 1--- -- ------ | | 135,000.00 | 11,106.29 | 50,380.24 | 0.00 | 0.00 | 84,619.76 |
| 10E010 2520 2110 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2520 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2520 2200 00 000000 | Fiscal Service Ins Ben | 20,000.00 | 611.00 | 2,445.50 | 0.00 | 0.00 | 17,554.50 |
| 10E--- 2520 2--- -- ------ | | 20,000.00 | 611.00 | 2,445.50 | 0.00 | 0.00 | 17,554.50 |
| 10E010 2520 3100 00 000000 | Medicaid Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2520 3190 00 000000 | Fiscal Service Pur Serv | 35,000.00 | 289.26 | 15,685.28 | 0.00 | 13,041.51 | 6,273.21 |
| 10E010 2520 3230 00 000000 | Fiscal Sevice Repair/Maint | 100.00 | 0.00 | 18,833.00 | 0.00 | 1.00 | -18,734.00 |
| 10E010 2520 3320 00 000000 | Fiscal Service Travel | 1,000.00 | 0.00 | 23.32 | 0.00 | 1.00 | 975.68 |
| 10E--- 2520 3--- -- ------ | | 36,100.00 | 289.26 | 34,541.60 | 0.00 | 13,043.51 | -11,485.11 |
| 10E010 2520 4100 00 000000 | Fiscal Service Supplies | 4,000.00 | 78.19 | 1,844.08 | 0.00 | 2.00 | 2,153.92 |
| 10E010 2520 4700 00 000000 | Fiscal Service Software | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2520 4--- -- ------ | | 4,000.00 | 78.19 | 1,844.08 | 0.00 | 2.00 | 2,153.92 |
| 10E010 2520 5500 00 000000 | Fiscal Service Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2520 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2521 3190 00 000000 | Coop Wrhs Rental | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2521 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2521 4100 00 000000 | District Co-op Supplies | 35,107.00 | 0.00 | 550.95 | 0.00 | 0.00 | 34,556.05 |
| 10E020 2521 4100 00 000000 | RCES Co-op Supplies | 0.00 | 0.00 | 11,910.98 | 0.00 | 0.00 | -11,910.98 |
| 10E040 2521 4100 00 000000 | RCMS Co-op Supplies | 0.00 | 0.00 | 2,779.00 | 0.00 | 0.00 | -2,779.00 |
| 10E050 2521 4100 00 000000 | RCHS Co-op Supplies | 0.00 | 0.00 | 190.61 | 0.00 | 0.00 | -190.61 |
| 10E080 2521 4100 00 000000 | Trans Co-op Supplies | 0.00 | 0.00 | 372.20 | 0.00 | 0.00 | -372.20 |
| 10E420 2521 4100 00 420000 | Food Service Co-op Supplies | 0.00 | 0.00 | 589.38 | 0.00 | 754.00 | -1,343.38 |
| 10E--- 2521 4--- -- ------ | | 35,107.00 | 0.00 | 16,393.12 | 0.00 | 754.00 | 17,959.88 |
| 10E342 2530 3190 00 000000 | ESSER II Construction Services | 200,000.00 | 59,780.53 | 69,480.53 | 0.00 | 0.00 | 130,519.47 |
| 10E--- 2530 3--- -- ------ | | 200,000.00 | 59,780.53 | 69,480.53 | 0.00 | 0.00 | 130,519.47 |
| 10E020 2540 1110 00 000000 | RCES Cust Sal | 200,000.00 | 18,400.30 | 77,176.31 | 0.00 | 0.00 | 122,823.69 |
| 10E030 2540 1110 00 000000 | WRES Cust Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 1110 00 000000 | RCMS Custodial Salary | 146,000.00 | 12,941.17 | 61,208.15 | 0.00 | 0.00 | 84,791.85 |
| 10E050 2540 1110 00 000000 | RCHS Custodial Salary | 253,000.00 | 19,002.76 | 86,962.68 | 0.00 | 0.00 | 166,037.32 |
| 10E020 2540 1200 00 000000 | RCES Cust Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 1200 00 000000 | RCMS Custodial Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2540 1200 00 000000 | RCHS Custodial Sub Sal | 0.00 | 0.00 | 30.00 | 0.00 | 0.00 | -30.00 |
| 10E020 2540 1210 00 000000 | RCES Cust Sub Sal | 4,000.00 | 0.00 | 2,345.19 | 0.00 | 0.00 | 1,654.81 |
| 10E030 2540 1210 00 000000 | WRES Sub Cust Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 1210 00 000000 | RCMS Custodial Sub Sal | 6,000.00 | 0.00 | 2,662.50 | 0.00 | 0.00 | 3,337.50 |
| 10E050 2540 1210 00 000000 | RCHS Custodial Sub Salary | 5,000.00 | 71.50 | 214.10 | 0.00 | 0.00 | 4,785.90 |
| 10E--- 2540 1--- -- ------ | | 614,000.00 | 50,415.73 | 230,598.93 | 0.00 | 0.00 | 383,401.07 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E050 2540 2110 00 000000 | RCHS Custodial Benefits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2540 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E050 2540 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2540 2200 00 000000 | RCES Cust Ins Benefit | 20,000.00 | 614.00 | 3,070.00 | 0.00 | 0.00 | 16,930.00 |
| 10E030 2540 2200 00 000000 | WRES Cust Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 2200 00 000000 | RCMS Custodial Ins Ben | 21,600.00 | 1,830.00 | 8,705.00 | 0.00 | 0.00 | 12,895.00 |
| 10E050 2540 2200 00 000000 | RCHS Custodial Ins Ben | 32,000.00 | 2,747.00 | 14,510.00 | 0.00 | 0.00 | 17,490.00 |
| 10E--- 2540 2--- -- ------ | | 73,600.00 | 5,191.00 | 26,285.00 | 0.00 | 0.00 | 47,315.00 |
| 10E110 2540 3190 00 110000 | Pre K Playground Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 2540 3190 00 000000 | ESSER II Building Purch Serv | 100,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100,000.00 |
| 10E050 2540 3200 00 000000 | RCHS Prop Serv - Rental Repair | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E--- 2540 3--- -- ------ | | 103,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 103,000.00 |
| 10E110 2540 4100 00 110000 | Pre K Playground Supp | 1,000.00 | 0.00 | 0.00 | 0.00 | 1.00 | 999.00 |
| 10E220 2540 4100 00 220000 | FEMA GRANT OPER&MAINT SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 2540 4100 00 340000 | ESSER Bldg Supplies | 19,500.00 | 890.50 | 1,177.71 | 0.00 | 0.00 | 18,322.29 |
| 10E342 2540 4100 00 000000 | ESSER II Building Supplies | 30,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30,000.00 |
| 10E510 2540 4100 00 510000 | Pre K playground supp | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E010 2540 4650 00 000000 | Admin Natural Gas | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E020 2540 4650 00 000000 | RCES Natural Gas | 25,000.00 | 983.05 | 2,385.34 | 0.00 | 0.00 | 22,614.66 |
| 10E030 2540 4650 00 000000 | WRES Natural Gas | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 4650 00 000000 | RCMS Natural Gas | 7,000.00 | 358.40 | 884.24 | 0.00 | 0.00 | 6,115.76 |
| 10E050 2540 4650 00 000000 | RCHS Natural Gas | 35,000.00 | 2,273.85 | 5,399.93 | 0.00 | 0.00 | 29,600.07 |
| 10E020 2540 4660 00 000000 | RCES Electric | 135,000.00 | 13,320.87 | 64,478.19 | 0.00 | 0.00 | 70,521.81 |
| 10E030 2540 4660 00 000000 | WRES Electric | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E040 2540 4660 00 000000 | RCMS Electric | 75,000.00 | 6,174.58 | 32,818.85 | 0.00 | 0.00 | 42,181.15 |
| 10E050 2540 4660 00 000000 | RCHS Electric | 85,000.00 | 9,994.60 | 51,095.12 | 0.00 | 0.00 | 33,904.88 |
| 10E--- 2540 4--- -- ------ | | 413,500.00 | 33,995.85 | 158,239.38 | 0.00 | 1.00 | 255,259.62 |
| 10E110 2540 5500 00 110000 | Pre K Playground Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E220 2540 5500 00 220000 | FEMA GRANT EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E340 2540 5500 00 340000 | ESSER Bldg Equipment | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E342 2540 5500 00 000000 | ESSER II Building Equipment | 30,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30,000.00 |
| 10E510 2540 5500 00 510000 | Pre K Playground Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2540 5--- -- ------ | | 32,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 32,000.00 |
| 10E070 2550 1110 00 000000 | 21st Century trans sal | 0.00 | 1,067.50 | 1,067.50 | 0.00 | 0.00 | -1,067.50 |
| 10E100 2550 1110 00 100000 | Summer School Trans Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2550 1110 00 110000 | PreK Transport Sal | 12,000.00 | 0.00 | 30.11 | 0.00 | 0.00 | 11,969.89 |
| 10E210 2550 1110 00 210000 | ROE Pre K Bus/Aide Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2550 1110 00 470000 | 21st Century Tran Sal | 4,700.00 | 980.00 | 7,328.72 | 0.00 | 0.00 | -2,628.72 |
| 10E500 2550 1110 00 500000 | Summer School Trans Sal | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E510 2550 1110 00 510000 | At Risk Trans Sal | 75,000.00 | 8,451.09 | 22,287.09 | 0.00 | 0.00 | 52,712.91 |
| 10E110 2550 1210 00 110000 | Pre K Bus Sub Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 2550 1210 00 510000 | Pre K Sub Bus Salary | 0.00 | 74.25 | 74.25 | 0.00 | 0.00 | -74.25 |
| 10E--- 2550 1--- -- ------ | | 92,700.00 | 10,572.84 | 30,787.67 | 0.00 | 0.00 | 61,912.33 |
| 10E110 2550 2130 00 110000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2550 2200 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2550 2200 00 110000 | PreK Trans Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2550 2200 00 470000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 2550 2200 00 510000 | PRE K Trans Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2550 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E080 2550 3190 00 000000 | Trans Pur Serv | 100.00 | 0.00 | 0.00 | 0.00 | 1.00 | 99.00 |
| 10E080 2550 3230 00 000000 | Van Repair / Maintenance | 2,000.00 | 105.00 | 1,140.17 | 0.00 | 1,287.83 | -428.00 |
| 10E070 2550 3310 00 000000 | 21st Century Field Trip | 35,000.00 | 0.00 | 0.00 | 0.00 | 1.00 | 34,999.00 |
| 10E100 2550 3310 00 100000 | Title I Summer School | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 2550 3310 00 110000 | Pre-K Trans Operations | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 | -1.00 |
| 10E210 2550 3310 00 210000 | ROE Pre K Trans Operations | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2550 3310 00 470000 | 21st Century Trans Serv | 6,700.00 | 0.00 | 0.00 | 0.00 | 1.00 | 6,699.00 |
| 10E500 2550 3310 00 500000 | Title I Trans Operation Exp. | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E510 2550 3310 00 510000 | PreK Trans Operation Exp | 65,000.00 | 0.00 | 5,757.12 | 0.00 | 1.00 | 59,241.88 |
| 10E781 2550 3320 00 781000 | PATHWAY TRANSPORTATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E080 2550 3400 00 000000 | Bus Barn Telephone | 10,000.00 | 1,111.80 | 5,514.65 | 0.00 | 275.00 | 4,210.35 |
| 10E080 2550 3700 00 000000 | Bus Barn Water/Sewer | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 2550 3--- -- ------ | | 120,300.00 | 1,216.80 | 12,411.94 | 0.00 | 1,567.83 | 106,320.23 |
| 10E080 2550 4100 00 000000 | Van Supplies | 4,000.00 | 123.00 | 2,021.87 | 0.00 | 1,061.31 | 916.82 |
| 10E080 2550 4640 00 000000 | Bus Barn Van Fuel(Wh/Sil) | 8,000.00 | 62.16 | 62.16 | 0.00 | 2.00 | 7,935.84 |
| 10E080 2550 4650 00 000000 | Bus Barn Natural Gas | 3,000.00 | 88.27 | 297.06 | 0.00 | 0.00 | 2,702.94 |
| 10E080 2550 4660 00 000000 | Bus Barn Electric | 6,500.00 | 161.29 | 1,031.95 | 0.00 | 0.00 | 5,468.05 |
| 10E--- 2550 4--- -- ------ | | 21,500.00 | 434.72 | 3,413.04 | 0.00 | 1,063.31 | 17,023.65 |
| 10E342 2550 5500 00 000000 | ESSER II Transportation Equip | 7,545.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,545.00 |
| 10E080 2550 5520 00 000000 | Other vehicle purchase | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E342 2550 5520 00 000000 | ESSER II Tran Vehicle Purchase | 445,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 445,000.00 |
| 10E--- 2550 5--- -- ------ | | 452,545.00 | 0.00 | 0.00 | 0.00 | 0.00 | 452,545.00 |
| 10E510 2551 1110 00 510000 | At Risk New Bus/Aide Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2551 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2560 1110 00 000000 | 21st Century Food Serv Sal | 8,500.00 | 1,089.40 | 1,568.79 | 0.00 | 0.00 | 6,931.21 |
| 10E420 2560 1110 00 420000 | Food Service Salary | 372,000.00 | 30,327.84 | 135,321.64 | 0.00 | 0.00 | 236,678.36 |
| 10E440 2560 1110 00 440000 | US Healther Salaries | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E460 2560 1110 00 460000 | Fed Summer School Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2560 1110 00 470000 | 21st Century Food Serv Sal | 1,300.00 | 0.00 | 847.72 | 0.00 | 0.00 | 452.28 |
| 10E420 2560 1200 00 420000 | Food Serv Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E420 2560 1210 00 420000 | Food Service Sub Sal | 7,000.00 | 3,548.51 | 8,511.89 | 0.00 | 0.00 | -1,511.89 |
| 10E--- 2560 1--- -- ------ | | 388,800.00 | 34,965.75 | 146,250.04 | 0.00 | 0.00 | 242,549.96 |
| 10E420 2560 2110 00 420000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E420 2560 2130 00 420000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2560 2200 00 000000 | 21st Century Food Serv Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E420 2560 2200 00 420000 | Food Service Ins Ben | 75,000.00 | 6,623.02 | 28,784.72 | 0.00 | 0.00 | 46,215.28 |
| 10E--- 2560 2--- -- ------ | | 75,000.00 | 6,623.02 | 28,784.72 | 0.00 | 0.00 | 46,215.28 |
| 10E350 2560 3140 00 350000 | Food Service Train,Lic | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E350 2560 3190 00 350000 | Food Service Purch Serv | 2,300.00 | 0.00 | 0.00 | 0.00 | 1.00 | 2,299.00 |
| 10E460 2560 3190 00 460000 | Fed Summer School Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E350 2560 3230 00 350000 | Food Service Rep/Maint | 0.00 | 0.00 | 2,346.00 | 0.00 | 0.00 | -2,346.00 |
| 10E350 2560 3260 00 350000 | Food Service Postage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E350 2560 3320 00 350000 | Food Service Travel | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 | -1.00 |
| 10E460 2560 3320 00 460000 | Fed Summer Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2560 3--- -- ------ | | 2,400.00 | 0.00 | 2,346.00 | 0.00 | 2.00 | 52.00 |
| 10E110 2560 4100 00 110000 | PreK Food Serv Supp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E210 2560 4100 00 210000 | ROE At-Risk Snacks | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E230 2560 4100 00 230000 | SOS/NKH Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E420 2560 4100 00 420000 | Food Service Supplies | 400,000.00 | 54,351.15 | 190,358.40 | 0.00 | 345,931.36 | -136,289.76 |
| 10E440 2560 4100 00 440000 | US Healthier Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E460 2560 4100 00 460000 | Fed Summer Food Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 2560 4100 00 510000 | Pre K Food Supp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E510 2560 4110 00 510000 | 0-3 Food Serv Suppl | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E420 2560 4640 00 420000 | Food Service Fuel | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E420 2560 4700 00 420000 | Food Service Software | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 2560 4--- -- ------ | | 402,000.00 | 54,351.15 | 190,358.40 | 0.00 | 345,931.36 | -134,289.76 |
| 10E230 2560 5500 00 230000 | SOS/NKH Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E430 2560 5500 00 430000 | Food Serv Equip | 1,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 10E440 2560 5500 00 440000 | NSLP Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2560 5--- -- ------ | | 1,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 10E--- 25-- ---- -- ------ | | 3,223,352.00 | 269,632.13 | 1,004,560.19 | 0.00 | 362,365.01 | 1,856,426.80 |
| 10E010 2620 1100 00 000000 | Resource/Consultant Teacher | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2620 1100 00 000000 | 21st Century Eval Sal | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 10E470 2620 1100 00 470000 | 21st Century Eval Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2620 1110 00 000000 | JFF research sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2620 1--- -- ------ | | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 10E010 2620 2110 00 000000 | Res/Consult Teach TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2620 2110 00 000000 | 21st Century Planning TRS | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E470 2620 2110 00 470000 | 21st Century Eval TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2620 2200 00 000000 | Res/Consult Teach Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 2620 2--- -- ------ | | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E010 2620 3190 00 000000 | District Accreditation Pur Ser | 2,300.00 | 0.00 | 1,200.00 | 0.00 | 2.00 | 1,098.00 |
| 10E070 2620 3190 00 000000 | 21st Century Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2620 3190 00 470000 | 21st Century Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2620 3320 00 000000 | District Accreditation M M M | 3,300.00 | 0.00 | 0.00 | 0.00 | 1.00 | 3,299.00 |
| 10E070 2620 3320 00 000000 | 21st Century Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 2620 3320 00 470000 | 21st Century Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2620 3--- -- ------ | | 5,600.00 | 0.00 | 1,200.00 | 0.00 | 3.00 | 4,397.00 |
| 10E010 2620 4100 00 000000 | District Staff Devlpmnt Supp | 1,000.00 | 0.00 | 0.00 | 0.00 | 1.00 | 999.00 |
| 10E070 2620 4100 00 000000 | 21st Century Supp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E470 2620 4100 00 470000 | 21st Century Supp | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 2620 4--- -- ------ | | 2,000.00 | 0.00 | 0.00 | 0.00 | 1.00 | 1,999.00 |
| 10E010 2620 5500 00 000000 | RTI Instr Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2620 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2630 3190 00 000000 | Maintenance Plan/Warranty | 300.00 | 0.00 | 0.00 | 0.00 | 1.00 | 299.00 |
| 10E010 2630 3400 00 000000 | District Alert Now System | 6,500.00 | 0.00 | 6,234.80 | 0.00 | 0.00 | 265.20 |
| 10E010 2630 3410 00 000000 | District Wide Phone System | 11,500.00 | 747.38 | 3,782.82 | 0.00 | 0.00 | 7,717.18 |
| 10E010 2630 3420 00 000000 | District Wide Internet | 20,000.00 | 1,360.00 | 11,212.20 | 0.00 | 0.00 | 8,787.80 |
| 10E--- 2630 3--- -- ------ | | 38,300.00 | 2,107.38 | 21,229.82 | 0.00 | 1.00 | 17,069.18 |
| 10E010 2630 4100 00 000000 | District Information Supplies | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E--- 2630 4--- -- ------ | | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E330 2640 3190 00 330000 | Title II reqruiting fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2640 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2660 1100 00 000000 | District Comp Tech Salary | 70,000.00 | 0.00 | 27,511.56 | 0.00 | 0.00 | 42,488.44 |
| 10E010 2660 1110 00 000000 | District Comp Tech Salary | 100,000.00 | 12,553.62 | 65,196.13 | 0.00 | 0.00 | 34,803.87 |
| 10E--- 2660 1--- -- ------ | | 170,000.00 | 12,553.62 | 92,707.69 | 0.00 | 0.00 | 77,292.31 |
| 10E010 2660 2110 00 000000 | District Comp Tech TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2660 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 2660 2200 00 000000 | District Computer Tech Ins | 21,600.00 | 1,221.00 | 7,725.00 | 0.00 | 0.00 | 13,875.00 |
| 10E--- 2660 2--- -- ------ | | 21,600.00 | 1,221.00 | 7,725.00 | 0.00 | 0.00 | 13,875.00 |
| 10E010 2660 3190 00 000000 | District Comp Tech Pur Serv | 65,645.00 | 69.99 | 26,085.53 | 0.00 | 16,910.75 | 22,648.72 |
| 10E342 2660 3190 00 000000 | ESSER II Tech Purchased Serv | 8,725.00 | 0.00 | 8,710.45 | 0.00 | 0.00 | 14.55 |
| 10E010 2660 3230 00 000000 | District Comp Tech Rep/Maint | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E010 2660 3320 00 000000 | District Computer Tech Mileage | 500.00 | 4.48 | 59.92 | 0.00 | 0.00 | 440.08 |
| 10E--- 2660 3--- -- ------ | | 75,870.00 | 74.47 | 34,855.90 | 0.00 | 16,910.75 | 24,103.35 |
| 10E010 2660 4100 00 000000 | District Comp Tech Supplies | 75,000.00 | 0.00 | 1,781.84 | 0.00 | 201,620.00 | -128,401.84 |
| 10E010 2660 4700 00 000000 | District Comp Tech Software | 3,000.00 | 0.00 | 2,555.25 | 0.00 | 448.47 | -3.72 |
| 10E--- 2660 4--- -- ------ | | 78,000.00 | 0.00 | 4,337.09 | 0.00 | 202,068.47 | -128,405.56 |
| 10E010 2660 5500 00 000000 | District Comp Tech Equipment | 20,000.00 | 0.00 | 31,904.00 | 0.00 | 0.00 | -11,904.00 |
| 10E--- 2660 5--- -- ------ | | 20,000.00 | 0.00 | 31,904.00 | 0.00 | 0.00 | -11,904.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E--- 26-- ---- -- ------ | | 417,870.00 | 15,956.47 | 193,959.50 | 0.00 | 218,984.22 | 4,926.28 |
| 10E070 2900 1100 00 000000 | 21st Century Fac Sal | 40,000.00 | 4,967.07 | 6,128.07 | 0.00 | 0.00 | 33,871.93 |
| 10E470 2900 1100 00 470000 | 21st Century Sal | 24,000.00 | 0.00 | 7,523.25 | 0.00 | 0.00 | 16,476.75 |
| 10E--- 2900 1--- -- ------ | | 64,000.00 | 4,967.07 | 13,651.32 | 0.00 | 0.00 | 50,348.68 |
| 10E070 2900 2110 00 000000 | 21st Century Fac TRS | 8,500.00 | 762.86 | 942.35 | 0.00 | 0.00 | 7,557.65 |
| 10E470 2900 2110 00 470000 | 21st Century TRS | 5,000.00 | 0.00 | 1,724.60 | 0.00 | 0.00 | 3,275.40 |
| 10E--- 2900 2--- -- ------ | | 13,500.00 | 762.86 | 2,666.95 | 0.00 | 0.00 | 10,833.05 |
| 10E100 2900 3190 00 100000 | Title I SES services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 2900 3190 00 500000 | Title I SES Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 2900 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E070 2900 4100 00 000000 | 21st Century Supp | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 10E100 2900 4100 00 100000 | Title I Homeless Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | -500.00 |
| 10E470 2900 4100 00 470000 | 21st Century Site Mngrs Suppli | 1,150.00 | 0.00 | 583.39 | 0.00 | 929.99 | -363.38 |
| 10E500 2900 4100 00 500000 | Title I Homeless supplies | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 10E--- 2900 4--- -- ------ | | 3,050.00 | 0.00 | 583.39 | 0.00 | 1,429.99 | 1,036.62 |
| 10E--- 29-- ---- -- ------ | | 80,550.00 | 5,729.93 | 16,901.66 | 0.00 | 1,429.99 | 62,218.35 |
| 10E070 3000 1100 00 000000 | 21st Century Comm Serv Sal | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 10E100 3000 1100 00 100000 | Title I Prnt Invl Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3000 1100 00 110000 | PreK 0-3 Teach Sal | 61,000.00 | 0.00 | 38,213.93 | 0.00 | 0.00 | 22,786.07 |
| 10E150 3000 1100 00 150000 | SESE Flow Thru St Joe Spch Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 3000 1100 00 470000 | 21st Century Comm Ser Sal | 750.00 | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 |
| 10E500 3000 1100 00 500000 | Title I Prnt Invl Sal Pr | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 1100 00 510000 | PI 0-3 Teach Sal | 175,000.00 | 17,579.28 | 53,766.10 | 0.00 | 0.00 | 121,233.90 |
| 10E100 3000 1110 00 100000 | Title I N/C | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3000 1110 00 500000 | Title I N/C sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 1110 00 510000 | PI Sec Sal | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 10E100 3000 1200 00 100000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3000 1200 00 110000 | PreK 0-3 Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 1200 00 510000 | PI Sub Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 3000 1300 00 100000 | Title I St Joe Tutor Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3000 1300 00 500000 | St Joe Title I Tutoring | 0.00 | 0.00 | 210.00 | 0.00 | 0.00 | -210.00 |
| 10E--- 3000 1--- -- ------ | | 312,050.00 | 17,579.28 | 92,190.03 | 0.00 | 0.00 | 219,859.97 |
| 10E070 3000 2110 00 000000 | 21st Century TRS | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 10E100 3000 2110 00 100000 | Title I Prnt Invl TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3000 2110 00 110000 | PreK 0-3 Teacher TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E150 3000 2110 00 150000 | SESE St Joe Flow Thru TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E470 3000 2110 00 470000 | 21st Century Comm Serv TRS | 94.00 | 0.00 | 0.00 | 0.00 | 0.00 | 94.00 |
| 10E500 3000 2110 00 500000 | Title I Prnt Inl Vl TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 2110 00 510000 | PI 0-3 TRS | 20,000.00 | 1,593.38 | 4,122.08 | 0.00 | 0.00 | 15,877.92 |
| 10E100 3000 2130 00 100000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E100 3000 2200 00 100000 | Title I Prnt Inl Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3000 2200 00 110000 | PreK 0-3 Teach Ins Ben | 1,000.00 | 0.00 | 4,536.00 | 0.00 | 0.00 | -3,536.00 |
| 10E500 3000 2200 00 500000 | Title I Ins Ben Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 2200 00 510000 | PI 0-3 Ins Ben Prior | 18,000.00 | 2,074.00 | 6,893.00 | 0.00 | 0.00 | 11,107.00 |
| 10E--- 3000 2--- -- ------ | | 39,194.00 | 3,667.38 | 15,551.08 | 0.00 | 0.00 | 23,642.92 |
| 10E100 3000 3140 00 100000 | Title I St Joe Reg Fee | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 3000 3140 00 330000 | Title II St Joe Consult | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3000 3140 00 500000 | Title I St Joe Reg | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 3000 3190 00 000000 | District Comm Serv Pur Serv | 3,500.00 | 0.00 | 0.00 | 0.00 | 1.00 | 3,499.00 |
| 10E070 3000 3190 00 000000 | 21st Century Pur Serv | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E100 3000 3190 00 100000 | Title I Comm TAPP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3000 3190 00 110000 | PI Purchase Serv | 8,000.00 | 0.00 | 70.00 | 0.00 | 80.00 | 7,850.00 |
| 10E130 3000 3190 00 130000 | CWinters B3 Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 3000 3190 00 170000 | Title IV St Joe M M M | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 3000 3190 00 180000 | RTTT Comm Serv Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E290 3000 3190 00 290000 | JFF Richland React Website | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 10E470 3000 3190 00 470000 | 21st Century Pur Serv | 225.00 | 0.00 | 0.00 | 0.00 | 0.00 | 225.00 |
| 10E500 3000 3190 00 500000 | Title I Comm Serv Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 3190 00 510000 | PI 0-3 Pur Servcs | 8,000.00 | 0.00 | 33.30 | 0.00 | 62.93 | 7,903.77 |
| 10E530 3000 3190 00 530000 | Title II St Joe Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E690 3000 3190 00 690000 | TAPS Purchase Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E730 3000 3190 00 730000 | JFF Tapps Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 3000 3250 00 100000 | Title I Prnt Invl Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 3000 3320 00 000000 | District Comm Serv Mileage | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E100 3000 3320 00 100000 | Title I St Joe Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3000 3320 00 110000 | PreK 0-3 Travel | 0.00 | 0.00 | 548.20 | 0.00 | 0.00 | -548.20 |
| 10E330 3000 3320 00 330000 | Title II St Joe Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3000 3320 00 500000 | Title I Parent Coord Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3000 3320 01 500000 | Title I St Joe Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3000 3320 00 510000 | PI 0-3 Trav | 2,500.00 | 218.40 | 626.08 | 0.00 | 0.00 | 1,873.92 |
| 10E530 3000 3320 00 530000 | Title II Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3000 3--- -- ------ | | 30,225.00 | 218.40 | 1,277.58 | 0.00 | 143.93 | 28,803.49 |
| 10E010 3000 4100 00 000000 | District Comm Serv Supp | 500.00 | 0.00 | 90.00 | 0.00 | 2.00 | 408.00 |
| 10E070 3000 4100 00 000000 | 21st Century Comm Serv Supplie | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| 10E100 3000 4100 00 100000 | Title I Prnt Invl Supp | 8,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,000.00 |
| 10E110 3000 4100 00 110000 | PreK 0-3 Supplies | 12,500.00 | 0.00 | 30,351.29 | 38,879.00 | 21,790.78 | -78,521.07 |
| 10E130 3000 4100 00 130000 | CW Birth-3 Store | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E170 3000 4100 00 170000 | Title IV St Joe Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E180 3000 4100 00 180000 | RTTT Community Mtg Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 3000 4100 00 330000 | Title II St Joe Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E470 3000 4100 00 470000 | 21st Century Sup | 0.00 | 0.00 | 431.41 | 0.00 | 0.00 | -431.41 |
| 10E500 3000 4100 00 500000 | Title I Parent Coord Supplies | 8,150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,150.00 |
| 10E510 3000 4100 00 510000 | PI 0-3 Supp | 18,500.00 | 2,149.17 | 2,278.10 | 0.00 | 1,963.74 | 14,258.16 |
| 10E690 3000 4100 00 690000 | TAPS Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E730 3000 4100 00 730000 | JFF Tapps Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E100 3000 4110 00 100000 | Title I St Joe Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3000 4110 00 500000 | Title I St Joe Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3000 4--- -- ------ | | 48,650.00 | 2,149.17 | 33,150.80 | 38,879.00 | 23,756.52 | -47,136.32 |
| 10E110 3000 5500 00 110000 | PI Equipment | 2,000.00 | 0.00 | 42,728.00 | 0.00 | 0.00 | -40,728.00 |
| 10E510 3000 5500 00 510000 | PI Com Serv Equip | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E730 3000 5500 00 730000 | JFF Comm Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3000 5--- -- ------ | | 4,000.00 | 0.00 | 42,728.00 | 0.00 | 0.00 | -38,728.00 |
| 10E110 3001 1100 00 110000 | PreK 3-5 Teach Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3001 1100 00 510000 | PreK 3-5 Teach Sal Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3001 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3001 2110 00 110000 | PreK 3-5 Teach TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3001 2110 00 510000 | Pre-K 3-5 TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3001 2200 00 110000 | PreK 3-5 Teach Ins Ben | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3001 2200 00 510000 | PreK 3-5 Ins Ben Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3001 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3002 1100 00 110000 | PreK Comm Serv Sal | 3,000.00 | 0.00 | 8,633.17 | 0.00 | 0.00 | -5,633.17 |
| 10E510 3002 1100 00 510000 | PreK Com Serv Sal Prior | 43,000.00 | 2,600.60 | 9,535.56 | 0.00 | 0.00 | 33,464.44 |
| 10E110 3002 1110 00 110000 | PreK Block Com Serv Sec | 0.00 | 0.00 | 337.50 | 0.00 | 0.00 | -337.50 |
| 10E510 3002 1110 00 510000 | PreK Block Com Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3002 1--- -- ------ | | 46,000.00 | 2,600.60 | 18,506.23 | 0.00 | 0.00 | 27,493.77 |
| 10E110 3002 2110 00 110000 | PreK Comm Serv TRS | 30.00 | 0.00 | 352.46 | 0.00 | 0.00 | -322.46 |
| 10E510 3002 2110 00 510000 | Pre-K Comm Serv TRS | 5,000.00 | 301.50 | 1,105.50 | 0.00 | 0.00 | 3,894.50 |
| 10E110 3002 2200 00 110000 | PreK Comm Serv Ins Ben | 5,184.00 | 0.00 | 864.00 | 0.00 | 0.00 | 4,320.00 |
| 10E510 3002 2200 00 510000 | PreK Block Com Prior | 5,000.00 | 366.00 | 1,342.00 | 0.00 | 0.00 | 3,658.00 |
| 10E--- 3002 2--- -- ------ | | 15,214.00 | 667.50 | 3,663.96 | 0.00 | 0.00 | 11,550.04 |
| 10E110 3002 3190 00 110000 | PreK Comm Serv Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3002 3250 00 110000 | PreK Comm Serv Rental | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3002 3250 00 510000 | Pre K Rental | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E110 3002 3320 00 110000 | PreK Comm Serv Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E510 3002 3320 00 510000 | Pre K Travel | 1,000.00 | 499.90 | 499.90 | 0.00 | 0.00 | 500.10 |
| 10E--- 3002 3--- -- ------ | | 1,000.00 | 499.90 | 499.90 | 0.00 | 0.00 | 500.10 |
| 10E110 3002 4100 00 110000 | PreK Comm Serv Supplies | 500.00 | 0.00 | 317.05 | 0.00 | 0.00 | 182.95 |
| 10E510 3002 4100 00 510000 | PreKdg. Comm Serv Supp | 3,250.00 | 157.81 | 157.81 | 0.00 | 33.33 | 3,058.86 |
| 10E--- 3002 4--- -- ------ | | 3,750.00 | 157.81 | 474.86 | 0.00 | 33.33 | 3,241.81 |
| 10E--- 30-- ---- -- ------ | | 500,083.00 | 27,540.04 | 208,042.44 | 38,879.00 | 23,933.78 | 229,227.78 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E820 3220 4100 00 820000 | K12 Career Exploration Supplie | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 10E--- 3220 4--- -- ------ | | 700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| 10E820 3220 5500 00 820000 | K12 Career Exploration Equip | 1,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 10E--- 3220 5--- -- ------ | | 1,800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 10E--- 32-- ---- -- ------ | | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 10E150 3700 1100 00 150000 | SESE Flow Thru-NonPublicSpeech | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| 10E340 3700 1100 00 340000 | ESSER St Joe Salary | 500.00 | 0.00 | 480.00 | 0.00 | 0.00 | 20.00 |
| 10E100 3700 1300 00 100000 | Title I St Joe Tutor Sal | 7,100.00 | -225.00 | 1,875.00 | 0.00 | 0.00 | 5,225.00 |
| 10E500 3700 1300 00 500000 | Title I St Joe Tutor Sal | 10,500.00 | 4,920.00 | 4,920.00 | 0.00 | 0.00 | 5,580.00 |
| 10E530 3700 1300 00 530000 | Title II St Joe Tutoring | 2,000.00 | -3,045.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E--- 3700 1--- -- ------ | | 32,100.00 | 1,650.00 | 7,275.00 | 0.00 | 0.00 | 24,825.00 |
| 10E150 3700 2110 00 150000 | SESE Flow Thru Non Public TRS | 3,780.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,780.00 |
| 10E--- 3700 2--- -- ------ | | 3,780.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,780.00 |
| 10E500 3700 3140 00 500000 | Title I St Joe Reg | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 10E100 3700 3190 00 100000 | NonPublic School Purchase Serv | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 10E170 3700 3190 00 170000 | Title IV St Joe MMM Reg | 2,603.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,603.00 |
| 10E330 3700 3190 00 330000 | Title II St Joe Pur Serv | 5,500.00 | 0.00 | 5,054.00 | 0.00 | 0.00 | 446.00 |
| 10E340 3700 3190 00 340000 | ESSER St Joe Purchase Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3700 3190 00 500000 | TITLE I ST JOE PURCHASED SERV | 0.00 | 0.00 | 225.00 | 0.00 | 0.00 | -225.00 |
| 10E530 3700 3190 00 500000 | Title II St Joe Reg | 6,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,000.00 |
| 10E530 3700 3190 00 530000 | NonPublic School Purchase Serv | 0.00 | 847.00 | 1,126.00 | 250.00 | 0.00 | -1,376.00 |
| 10E570 3700 3190 00 570000 | Title IV St Joe Pur Serv | 1,400.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 400.00 |
| 10E100 3700 3320 00 100000 | Title I St Joe MMM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E150 3700 3320 00 150000 | SESE Flow Thru Mileage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E330 3700 3320 00 330000 | Title II St Joe MMM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3700 3320 00 500000 | Title I St Joe Trav | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E530 3700 3320 00 500000 | Title II St Joe Trav | 4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 10E530 3700 3320 00 530000 | Title II St Joe MMM/Reg fee | 0.00 | 0.00 | 506.24 | 0.00 | 0.00 | -506.24 |
| 10E570 3700 3320 00 570000 | Title IV St Joe MMM | 1,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,100.00 |
| 10E--- 3700 3--- -- ------ | | 24,103.00 | 847.00 | 7,911.24 | 250.00 | 0.00 | 15,941.76 |
| 10E100 3700 4100 00 100000 | Title ST Joe | 5,300.00 | 0.00 | 12,132.10 | 0.00 | 0.00 | -6,832.10 |
| 10E340 3700 4100 00 340000 | ESSER St Joe Supplies | 1,500.00 | 0.00 | 316.00 | 0.00 | 0.00 | 1,184.00 |
| 10E370 3700 4100 00 370000 | Digital Equity - St Joe Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E500 3700 4110 00 500000 | Title I St Joe Supp | 12,000.00 | 0.00 | 2,249.79 | 225.00 | 0.00 | 9,525.21 |
| 10E--- 3700 4--- -- ------ | | 18,800.00 | 0.00 | 14,697.89 | 225.00 | 0.00 | 3,877.11 |
| 10E--- 37-- ---- -- ------ | | 78,783.00 | 2,497.00 | 29,884.13 | 475.00 | 0.00 | 48,423.87 |
| 10E370 3900 3190 00 000000 | Digital Equity-Comm Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 3900 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 39-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E150 4120 3190 00 150000 | IDEA Flow thru SESE | 550,000.00 | 45,884.17 | 275,305.02 | 0.00 | 0.00 | 274,694.98 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 10E150 4120 3190 01 150000 | IDEA Flow Thru SESE PreSchool | 35,000.00 | 2,790.58 | 16,743.48 | 0.00 | 0.00 | 18,256.52 |
| 10E--- 4120 3--- -- ------ | | 585,000.00 | 48,674.75 | 292,048.50 | 0.00 | 0.00 | 292,951.50 |
| 10E260 4120 6700 00 260000 | Spl Ed Tuition to oth LEAs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 4120 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 4120 8120 00 260000 | Sp Ed Tuition Other Public | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 4120 8--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 41-- ---- -- ------ | | 585,000.00 | 48,674.75 | 292,048.50 | 0.00 | 0.00 | 292,951.50 |
| 10E010 4210 6740 00 000000 | Reg Ed Public Carbondale Tuiti | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 4210 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E150 4220 3190 00 150000 | IDEA Part B flow thru SESE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E150 4220 3190 01 150000 | IDEA Pre School flow thru SESE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E--- 4220 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 4220 6700 00 000000 | Sp Ed Public SESE Tutition | 601,000.00 | 50,985.00 | 305,910.00 | 0.00 | 0.00 | 295,090.00 |
| 10E010 4220 6710 00 000000 | Sp Ed Carbondale Tuition | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 4220 6720 00 000000 | Sp Ed Cunningham Tuition/Reimb | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 4220 6740 00 000000 | Carbondale HS Sp Ed | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E260 4220 6780 00 000000 | MACON/PIATT ROE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 4220 6820 00 000000 | Reg Supt Of Schools Peoria | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10E010 4220 6840 00 000000 | Carmi-White County CUSD | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 10E--- 4220 6--- -- ------ | | 603,000.00 | 50,985.00 | 305,910.00 | 0.00 | 0.00 | 297,090.00 |
| 10E--- 42-- ---- -- ------ | | 603,000.00 | 50,985.00 | 305,910.00 | 0.00 | 0.00 | 297,090.00 |
| 1-E--- ---- ---- -- ------ | | 21,526,287.00 | 1,806,052.61 | 8,677,125.35 | 57,330.19 | 773,472.39 | 12,018,359.07 |
| 20E010 2530 3140 00 000000 | Honeywell Perf Contract | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E010 2530 3190 00 000000 | District Construct Purch Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E--- 2530 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E050 2530 5310 00 000000 | ERHS Building Improvement | 250,000.00 | 2,434.72 | 8,054.72 | 0.00 | 0.00 | 241,945.28 |
| 20E--- 2530 5--- -- ------ | | 250,000.00 | 2,434.72 | 8,054.72 | 0.00 | 0.00 | 241,945.28 |
| 20E010 2540 3190 00 000000 | District Maint-Purch Serv/Phys | 40,000.00 | 7,570.00 | 29,981.11 | 0.00 | 3.00 | 10,015.89 |
| 20E020 2540 3190 00 000000 | RCES Maint Agreement | 18,000.00 | 1,975.76 | 3,323.44 | 0.00 | 4.00 | 14,672.56 |
| 20E030 2540 3190 00 000000 | WRES Purchase Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E040 2540 3190 00 000000 | RCMS Maint agreement | 11,000.00 | 447.70 | 2,459.22 | 0.00 | 4.00 | 8,536.78 |
| 20E050 2540 3190 00 000000 | RCHS Purchase Services | 20,000.00 | 506.23 | 6,123.98 | 0.00 | 3.00 | 13,873.02 |
| 20E220 2540 3190 00 220000 | IEMA Security Gr Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E730 2540 3190 00 730000 | JFF Track | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E050 2540 3200 00 000000 | RCHS Athletic Fld Maintenance | 5,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,500.00 |
| 20E010 2540 3210 00 000000 | District Terminx | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E020 2540 3210 00 000000 | RCES Termnx/Trash Serv | 11,000.00 | 948.71 | 5,993.87 | 0.00 | 1.00 | 5,005.13 |
| 20E030 2540 3210 00 000000 | WRES Termnx/Trash Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E040 2540 3210 00 000000 | RCMS Termnxs/Trash Serv | 8,000.00 | 689.13 | 4,011.77 | 0.00 | 0.00 | 3,988.23 |
| 20E050 2540 3210 00 000000 | RCHS Termnx/Trash Serv | 22,000.00 | 1,957.05 | 15,552.91 | 0.00 | 1.00 | 6,446.09 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 20E010 2540 3230 00 000000 | District Maint Rep/Maint | 2,500.00 | 0.00 | 0.00 | 0.00 | 1.00 | 2,499.00 |
| 20E020 2540 3230 00 000000 | RCES Repair/Maint | 9,000.00 | 0.00 | 0.00 | 0.00 | 8.00 | 8,992.00 |
| 20E030 2540 3230 00 000000 | WRES Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E040 2540 3230 00 000000 | RCMS Custodial Rep/Maint | 4,000.00 | 0.00 | 0.00 | 0.00 | 9.00 | 3,991.00 |
| 20E050 2540 3230 00 000000 | RCHS Custodial Rep/Maint | 7,000.00 | 0.00 | 0.00 | 0.00 | 9.00 | 6,991.00 |
| 20E010 2540 3250 00 000000 | District Maint Rental | 10,000.00 | 0.00 | 250.00 | 0.00 | 0.00 | 9,750.00 |
| 20E010 2540 3260 00 000000 | District Wide UPS/Postage | 50.00 | 0.00 | 0.00 | 0.00 | 1.00 | 49.00 |
| 20E010 2540 3320 00 000000 | District Maint Travel | 500.00 | 0.00 | 42.56 | 0.00 | 0.00 | 457.44 |
| 20E020 2540 3700 00 000000 | RCES Water/Sewer | 11,500.00 | 1,667.85 | 4,813.29 | 0.00 | 0.00 | 6,686.71 |
| 20E030 2540 3700 00 000000 | WRES Water/Sewer | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E040 2540 3700 00 000000 | RCMS Water/Sewer | 7,500.00 | 728.11 | 3,498.83 | 0.00 | 0.00 | 4,001.17 |
| 20E050 2540 3700 00 000000 | RCHS Water/Sewer | 20,000.00 | 1,058.27 | 7,977.62 | 0.00 | 0.00 | 12,022.38 |
| 20E--- 2540 3--- -- ------ | | 207,550.00 | 17,548.81 | 84,028.60 | 0.00 | 44.00 | 123,477.40 |
| 20E010 2540 4100 00 000000 | District Maint Supplies | 15,000.00 | 52.87 | 1,097.97 | 0.00 | 22.00 | 13,880.03 |
| 20E020 2540 4100 00 000000 | RCES Cust Supp | 30,000.00 | 946.34 | 5,825.58 | 0.00 | 29.00 | 24,145.42 |
| 20E030 2540 4100 00 000000 | WRES Cust Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E040 2540 4100 00 000000 | RCMS Custodial Supplies | 20,000.00 | 1,783.24 | 3,713.29 | 353.20 | 30.00 | 15,903.51 |
| 20E050 2540 4100 00 000000 | RCHS Custodial Supplies | 30,000.00 | 2,171.02 | 10,702.51 | 86.15 | 428.33 | 18,783.01 |
| 20E220 2540 4100 00 220000 | IEMA Security Grant Supp | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E050 2540 4110 00 000000 | RCHS Athletic Fld Supp | 6,000.00 | 0.00 | 0.00 | 0.00 | 7.00 | 5,993.00 |
| 20E010 2540 4640 00 000000 | District Maint Fuel | 3,050.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,050.00 |
| 20E--- 2540 4--- -- ------ | | 104,050.00 | 4,953.47 | 21,339.35 | 439.35 | 516.33 | 81,754.97 |
| 20E010 2540 5500 00 000000 | District Maint Equip | 25,000.00 | 177.45 | 177.45 | 0.00 | 208.67 | 24,613.88 |
| 20E020 2540 5500 00 000000 | RCES Cust Equipment | 2,000.00 | 0.00 | 0.00 | 0.00 | 6.00 | 1,994.00 |
| 20E030 2540 5500 00 000000 | WRES Bldg Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E040 2540 5500 00 000000 | RCMS Custodial Equip | 12,000.00 | 0.00 | 6,800.00 | 0.00 | 4.00 | 5,196.00 |
| 20E050 2540 5500 00 000000 | RCHS Classrm Equip | 15,000.00 | 0.00 | 0.00 | 0.00 | 4.00 | 14,996.00 |
| 20E220 2540 5500 00 220000 | IEMA Security Grant Equip | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E--- 2540 5--- -- ------ | | 54,000.00 | 177.45 | 6,977.45 | 0.00 | 222.67 | 46,799.88 |
| 20E010 2540 6100 00 000000 | Building Lease Agreement Princ | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E010 2540 6200 00 000000 | Building Lease Agreement Int | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E--- 2540 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E010 2541 1110 00 000000 | District Maint Sal | 100,000.00 | 7,224.22 | 29,275.76 | 0.00 | 0.00 | 70,724.24 |
| 20E--- 2541 1--- -- ------ | | 100,000.00 | 7,224.22 | 29,275.76 | 0.00 | 0.00 | 70,724.24 |
| 20E010 2541 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E010 2541 2200 00 000000 | District Maint Ins Ben | 10,000.00 | 610.00 | 3,050.00 | 0.00 | 0.00 | 6,950.00 |
| 20E--- 2541 2--- -- ------ | | 10,000.00 | 610.00 | 3,050.00 | 0.00 | 0.00 | 6,950.00 |
| 20E010 2541 3190 00 000000 | District Maint Pur Ser | 550.00 | 0.00 | 0.00 | 0.00 | 1.00 | 549.00 |
| 20E--- 2541 3--- -- ------ | | 550.00 | 0.00 | 0.00 | 0.00 | 1.00 | 549.00 |
| 20E010 2541 4650 00 000000 | District Warehouse Nat Gas | 2,000.00 | 103.29 | 218.17 | 0.00 | 0.00 | 1,781.83 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 20E--- 2541 4--- -- ------ | | 2,000.00 | 103.29 | 218.17 | 0.00 | 0.00 | 1,781.83 |
| 20E010 2541 5520 00 000000 | District Maint Truck | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E--- 2541 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20E010 2542 1110 00 000000 | District Summer Maint Sal | 70,000.00 | 3,832.77 | 40,630.40 | 0.00 | 0.00 | 29,369.60 |
| 20E--- 2542 1--- -- ------ | | 70,000.00 | 3,832.77 | 40,630.40 | 0.00 | 0.00 | 29,369.60 |
| 20E010 2542 2200 00 000000 | Summer Maint Ins Ben | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 20E--- 2542 2--- -- ------ | | 3,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 20E010 2542 3190 00 000000 | District Summer Maint Pur Serv | 300,000.00 | 0.00 | 118,899.77 | 0.00 | 5.00 | 181,095.23 |
| 20E010 2542 3320 00 000000 | District Summer Maint Trav | 600.00 | 0.00 | 132.25 | 0.00 | 0.00 | 467.75 |
| 20E--- 2542 3--- -- ------ | | 300,600.00 | 0.00 | 119,032.02 | 0.00 | 5.00 | 181,562.98 |
| 20E010 2542 4100 00 000000 | District Summer Maint Supp | 175,000.00 | 0.00 | 16,621.28 | 0.00 | 11.00 | 158,367.72 |
| 20E--- 2542 4--- -- ------ | | 175,000.00 | 0.00 | 16,621.28 | 0.00 | 11.00 | 158,367.72 |
| 20E010 2542 5500 00 000000 | Sumr Maint Equipment | 16,000.00 | 0.00 | 0.00 | 0.00 | 2.00 | 15,998.00 |
| 20E--- 2542 5--- -- ------ | | 16,000.00 | 0.00 | 0.00 | 0.00 | 2.00 | 15,998.00 |
| 20E--- 25-- ---- -- ------ | | 1,292,750.00 | 36,884.73 | 329,227.75 | 439.35 | 802.00 | 962,280.90 |
| 2-E--- ---- ---- -- ------ | | 1,292,750.00 | 36,884.73 | 329,227.75 | 439.35 | 802.00 | 962,280.90 |
| 30E010 5200 6200 00 000000 | Long Term Bond Interest | 1,622,964.00 | 691,634.38 | 823,314.42 | 0.00 | 959,904.18 | -160,254.60 |
| 30E010 5200 6250 00 000000 | Long Term Bond Maintenance Fee | 2,000.00 | 1,500.00 | 1,500.00 | 0.00 | 584.00 | -84.00 |
| 30E--- 5200 6--- -- ------ | | 1,624,964.00 | 693,134.38 | 824,814.42 | 0.00 | 960,488.18 | -160,338.60 |
| 30E--- 52-- ---- -- ------ | | 1,624,964.00 | 693,134.38 | 824,814.42 | 0.00 | 960,488.18 | -160,338.60 |
| 30E010 5300 6100 00 000000 | Long Term Bond Principal | 1,090,000.00 | 1,000,000.00 | 1,089,999.96 | 0.00 | 85,000.00 | -84,999.96 |
| 30E--- 5300 6--- -- ------ | | 1,090,000.00 | 1,000,000.00 | 1,089,999.96 | 0.00 | 85,000.00 | -84,999.96 |
| 30E--- 53-- ---- -- ------ | | 1,090,000.00 | 1,000,000.00 | 1,089,999.96 | 0.00 | 85,000.00 | -84,999.96 |
| 3-E--- ---- ---- -- ------ | | 2,714,964.00 | 1,693,134.38 | 1,914,814.38 | 0.00 | 1,045,488.18 | -245,338.56 |
| 40E080 2550 1100 00 000000 | Trans Director Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 1110 00 000000 | Trans Mechanic/Maint Sal | 52,000.00 | 4,409.14 | 22,462.22 | 0.00 | 0.00 | 29,537.78 |
| 40E080 2550 1110 61 000000 | Trans Bus Drivers Sal | 435,000.00 | 36,716.98 | 128,036.44 | 0.00 | 0.00 | 306,963.56 |
| 40E080 2550 1110 70 000000 | Trans Sec/Supervisior Sal | 105,000.00 | 9,618.76 | 45,592.11 | 0.00 | 0.00 | 59,407.89 |
| 40E610 2550 1110 00 610000 | Trans Voc Ed Salary | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E620 2550 1110 00 620000 | Trans Spec Ed bus Aide Sal | 75,000.00 | 6,806.70 | 18,793.15 | 0.00 | 0.00 | 56,206.85 |
| 40E080 2550 1200 00 000000 | Trans Driver Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 1200 61 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E620 2550 1200 00 620000 | Trans Spec Ed Aide Sub Sal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 1210 00 000000 | Trans Sub Drivers Sal | 350.00 | 120.00 | 240.00 | 0.00 | 0.00 | 110.00 |
| 40E080 2550 1210 61 000000 | Reg Rte Sub Bus Driver Sal | 20,000.00 | 2,838.13 | 5,129.38 | 0.00 | 0.00 | 14,870.62 |
| 40E620 2550 1210 00 620000 | Trans Sub Spec Ed Aide Sal | 5,400.00 | 1,420.85 | 3,302.27 | 0.00 | 0.00 | 2,097.73 |
| 40E080 2550 1310 00 000000 | Trans Trip Drvr Sal | 45,000.00 | 5,117.22 | 11,969.88 | 0.00 | 0.00 | 33,030.12 |
| 40E--- 2550 1--- -- ------ | | 737,750.00 | 67,047.78 | 235,525.45 | 0.00 | 0.00 | 502,224.55 |
| 40E080 2550 2110 00 000000 | Trans TRS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 40E080 2550 2130 61 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 2130 70 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E620 2550 2130 00 620000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 2200 00 000000 | Trans Dir Ins Benefit | 12.00 | 611.00 | 1,835.00 | 0.00 | 0.00 | -1,823.00 |
| 40E080 2550 2200 61 000000 | Trans Drivers Ins Ben | 98,000.00 | 8,036.51 | 25,878.11 | 0.00 | 0.00 | 72,121.89 |
| 40E080 2550 2200 70 000000 | Trans Sec/Supvr Ins Ben | 7,815.00 | 611.00 | 2,915.00 | 0.00 | 0.00 | 4,900.00 |
| 40E620 2550 2200 00 620000 | Trans Spec Ed Ins Ben | 7,000.00 | 724.69 | 2,175.41 | 0.00 | 0.00 | 4,824.59 |
| 40E--- 2550 2--- -- ------ | | 112,827.00 | 9,983.20 | 32,803.52 | 0.00 | 0.00 | 80,023.48 |
| 40E080 2550 3140 00 000000 | Trans Micro Renewal | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3190 00 000000 | Trans Physicals/LicenseRenewal | 3,500.00 | 1,099.75 | 3,825.21 | 0.00 | 566.71 | -891.92 |
| 40E620 2550 3190 00 620000 | Sp Ed Trans Contract Fee | 12,000.00 | 2,459.36 | 4,892.00 | 0.00 | 1.00 | 7,107.00 |
| 40E080 2550 3210 00 000000 | Trans Trash P/U | 1,500.00 | 115.86 | 695.16 | 0.00 | 0.00 | 804.84 |
| 40E080 2550 3220 00 000000 | Trans Towel Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3230 00 000000 | Trans Repair/Maint | 41,000.00 | 5,282.67 | 18,526.96 | 0.00 | 8,600.98 | 13,872.06 |
| 40E080 2550 3240 00 000000 | Trans Copier Rep/Maint | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3250 00 000000 | Trans Rental | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3260 00 000000 | Trans Postage | 100.00 | 0.00 | 0.00 | 0.00 | 1.00 | 99.00 |
| 40E080 2550 3270 00 000000 | Trans Charter Bus Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3310 00 000000 | Trans Pupil/Other LEA's | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3320 00 000000 | Trans Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 3390 00 000000 | Trans Drug/Fngrprnt Fee | 4,700.00 | 18.39 | 536.52 | 0.00 | 4,463.48 | -300.00 |
| 40E080 2550 3600 00 000000 | Trans Printing | 3,000.00 | 0.00 | 17.81 | 0.00 | 482.19 | 2,500.00 |
| 40E080 2550 3900 00 000000 | Trans Bus Inspection Fee | 6,000.00 | 104.00 | 2,297.97 | 0.00 | 3,202.03 | 500.00 |
| 40E--- 2550 3--- -- ------ | | 71,800.00 | 9,080.03 | 30,791.63 | 0.00 | 17,317.39 | 23,690.98 |
| 40E080 2550 4100 00 000000 | Trans Supplies | 155,000.00 | 8,605.02 | 31,732.37 | 0.00 | 50,343.23 | 72,924.40 |
| 40E080 2550 4240 00 000000 | Trans. Copier Paper & Toner | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| 40E080 2550 4620 00 000000 | Trans Oil | 6,500.00 | 0.00 | 1,784.12 | 0.00 | 215.88 | 4,500.00 |
| 40E080 2550 4640 00 000000 | Trans Fuel | 200,000.00 | 13,935.89 | 43,984.20 | 0.00 | 106,099.63 | 49,916.17 |
| 40E080 2550 4700 00 000000 | Trans Software | 5,200.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 200.00 |
| 40E--- 2550 4--- -- ------ | | 366,950.00 | 22,540.91 | 77,500.69 | 0.00 | 161,658.74 | 127,790.57 |
| 40E080 2550 5500 00 000000 | Trans Equipment | 6,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,500.00 |
| 40E080 2550 5510 00 000000 | Trans Other Vehicle Purchase | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 5520 00 000000 | Trans Vehicle Purchase | 274,957.00 | 0.00 | 274,957.00 | 0.00 | 0.00 | 0.00 |
| 40E080 2550 5530 00 000000 | Trans Radio | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E--- 2550 5--- -- ------ | | 281,457.00 | 0.00 | 274,957.00 | 0.00 | 0.00 | 6,500.00 |
| 40E--- 25-- ---- -- ------ | | 1,570,784.00 | 108,651.92 | 651,578.29 | 0.00 | 178,976.13 | 740,229.58 |
| 40E620 4120 3310 00 620000 | Trans Sp Ed Out of Dist | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E--- 4120 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E--- 41-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E080 5370 6200 00 000000 | Bus Lease Agreement | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 40E--- 5370 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40E--- 53-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4-E--- ---- ---- -- ------ | | 1,570,784.00 | 108,651.92 | 651,578.29 | 0.00 | 178,976.13 | 740,229.58 |
| 50E030 1100 2120 00 000000 | Fuel Up 60 IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 1100 2120 00 000000 | 21st Century IMRF | 300.00 | 573.24 | 1,086.65 | 0.00 | 0.00 | -786.65 |
| 50E340 1100 2120 00 340000 | | 0.00 | 0.00 | 3.50 | 0.00 | 0.00 | -3.50 |
| 50E470 1100 2120 00 470000 | 21st Century IMRF | 3,500.00 | 0.00 | 381.85 | 0.00 | 0.00 | 3,118.15 |
| 50E030 1100 2130 00 000000 | Fuel Up 60 FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E060 1100 2130 00 000000 | Fine Arts FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 1100 2130 00 000000 | 21st Century FICA | 575.00 | 471.71 | 928.22 | 0.00 | 0.00 | -353.22 |
| 50E340 1100 2130 00 340000 | | 0.00 | 0.00 | 1.86 | 0.00 | 0.00 | -1.86 |
| 50E470 1100 2130 00 470000 | 21st Century FICA | 500.00 | 0.00 | 392.44 | 0.00 | 0.00 | 107.56 |
| 50E030 1100 2140 00 000000 | Fuel Up 60 Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E060 1100 2140 00 000000 | Fine Arts Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 1100 2140 00 000000 | 21st Century Med | 360.00 | 450.52 | 900.55 | 0.00 | 0.00 | -540.55 |
| 50E190 1100 2140 00 190000 | Title VI Rural Ed Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E340 1100 2140 00 340000 | ESSER Instructions Medicare | 0.00 | 0.00 | 32.53 | 0.00 | 0.00 | -32.53 |
| 50E470 1100 2140 00 470000 | 21st Century Med | 600.00 | 5.76 | 384.17 | 0.00 | 0.00 | 215.83 |
| 50E--- 1100 2--- -- ------ | | 5,835.00 | 1,501.23 | 4,111.77 | 0.00 | 0.00 | 1,723.23 |
| 50E020 1110 2120 00 000000 | RCES IMRF | 61,000.00 | 1,113.21 | 3,576.78 | 0.00 | 0.00 | 57,423.22 |
| 50E020 1110 2130 00 000000 | RCES FICA | 600.00 | 815.24 | 2,654.08 | 0.00 | 0.00 | -2,054.08 |
| 50E030 1110 2130 00 000000 | WRES FICA | 0.00 | 0.00 | 0.87 | 0.00 | 0.00 | -0.87 |
| 50E020 1110 2140 00 000000 | RCES Medicare | 31,000.00 | 3,049.48 | 14,435.55 | 0.00 | 0.00 | 16,564.45 |
| 50E030 1110 2140 00 000000 | WRES Medicare | 0.00 | 0.00 | 4.02 | 0.00 | 0.00 | -4.02 |
| 50E160 1110 2140 00 160000 | Ed Jobs Fund Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1110 2--- -- ------ | | 92,600.00 | 4,977.93 | 20,671.30 | 0.00 | 0.00 | 71,928.70 |
| 50E040 1120 2120 00 000000 | RCMS IMRF | 60,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 60,000.00 |
| 50E160 1120 2120 00 160000 | Ed Jobs Fund IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1120 2130 00 000000 | RCMS FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E160 1120 2130 00 160000 | Ed Jobs Fund FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1120 2140 00 000000 | RCMS Medicare | 18,500.00 | 1,648.77 | 7,779.57 | 0.00 | 0.00 | 10,720.43 |
| 50E160 1120 2140 00 160000 | Ed Jobs Fund Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1120 2--- -- ------ | | 78,500.00 | 1,648.77 | 7,779.57 | 0.00 | 0.00 | 70,720.43 |
| 50E110 1125 2120 00 110000 | Pre K IMRF | 4,300.00 | 0.00 | 3,159.68 | 0.00 | 0.00 | 1,140.32 |
| 50E210 1125 2120 00 210000 | ROE Pre K IIMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 1125 2120 00 510000 | Pre K IMRF | 4,875.00 | 1,013.24 | 1,923.42 | 0.00 | 0.00 | 2,951.58 |
| 50E110 1125 2130 00 110000 | Pre K FICA | 3,200.00 | 0.00 | 1,571.42 | 0.00 | 0.00 | 1,628.58 |
| 50E210 1125 2130 00 210000 | ROE Pre K FICA | 0.00 | 0.00 | 11.28 | 0.00 | 0.00 | -11.28 |
| 50E510 1125 2130 00 510000 | Pre K FICA | 5,400.00 | 446.15 | 806.50 | 0.00 | 0.00 | 4,593.50 |
| 50E110 1125 2140 00 110000 | Pre K Medicare | 4,500.00 | 0.00 | 954.01 | 0.00 | 0.00 | 3,545.99 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E210 1125 2140 00 210000 | ROE Pre K Medicare | 0.00 | 0.00 | 2.64 | 0.00 | 0.00 | -2.64 |
| 50E510 1125 2140 00 510000 | Pre K Medicare | 1,550.00 | 364.88 | 938.82 | 0.00 | 0.00 | 611.18 |
| 50E--- 1125 2--- -- ------ | | 23,825.00 | 1,824.27 | 9,367.77 | 0.00 | 0.00 | 14,457.23 |
| 50E050 1130 2120 00 000000 | RCHS IMRF | 60,000.00 | -384.65 | 681.28 | 0.00 | 0.00 | 59,318.72 |
| 50E050 1130 2130 00 000000 | RCHS FICA | 50.00 | 0.00 | 157.32 | 0.00 | 0.00 | -107.32 |
| 50E050 1130 2140 00 000000 | RCHS Medicare | 20,000.00 | 1,907.41 | 8,903.51 | 0.00 | 0.00 | 11,096.49 |
| 50E160 1130 2140 00 160000 | Ed Jobs Fund Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1130 2--- -- ------ | | 80,050.00 | 1,522.76 | 9,742.11 | 0.00 | 0.00 | 70,307.89 |
| 50E570 1140 2120 00 570000 | Reading Improv IMRF Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E570 1140 2130 00 570000 | Reading Improv FICA Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1140 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E530 1170 2120 00 530000 | | 0.00 | 0.00 | 744.72 | 0.00 | 0.00 | -744.72 |
| 50E530 1170 2130 00 530000 | Title II FICA | 0.00 | 0.00 | 481.93 | 0.00 | 0.00 | -481.93 |
| 50E330 1170 2140 00 330000 | Title II Teach Qual MED | 1,000.00 | 0.00 | 171.56 | 0.00 | 0.00 | 828.44 |
| 50E530 1170 2140 00 530000 | Title II Med | 160.00 | 47.53 | 250.54 | 0.00 | 0.00 | -90.54 |
| 50E--- 1170 2--- -- ------ | | 1,160.00 | 47.53 | 1,648.75 | 0.00 | 0.00 | -488.75 |
| 50E--- 11-- ---- -- ------ | | 281,970.00 | 11,522.49 | 53,321.27 | 0.00 | 0.00 | 228,648.73 |
| 50E140 1203 2120 00 140000 | EMH Aide/Asst IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E140 1203 2130 00 140000 | EMH Aide/Asst FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E140 1203 2140 00 140000 | EMH Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1203 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E140 1204 2120 00 140000 | Prsnl Aide/Ast IMRF | 13,750.00 | 1,615.82 | 7,418.67 | 0.00 | 0.00 | 6,331.33 |
| 50E140 1204 2130 00 140000 | Prsnl Aide/Ast FICA | 7,000.00 | 838.17 | 3,736.09 | 0.00 | 0.00 | 3,263.91 |
| 50E140 1204 2140 00 140000 | Prsnl Aide/Ast Med | 2,100.00 | 196.04 | 873.79 | 0.00 | 0.00 | 1,226.21 |
| 50E--- 1204 2--- -- ------ | | 22,850.00 | 2,650.03 | 12,028.55 | 0.00 | 0.00 | 10,821.45 |
| 50E140 1205 2120 00 140000 | LD Aide/Asst IMRF | 33.00 | 0.00 | 0.00 | 0.00 | 0.00 | 33.00 |
| 50E140 1205 2130 00 140000 | LD Aide/Asst FICA | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E140 1205 2140 00 140000 | LD Medicare | 4,000.00 | 272.48 | 1,192.97 | 0.00 | 0.00 | 2,807.03 |
| 50E--- 1205 2--- -- ------ | | 4,133.00 | 272.48 | 1,192.97 | 0.00 | 0.00 | 2,940.03 |
| 50E280 1206 2120 00 280000 | Visual Aide IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E280 1206 2130 00 280000 | Visual Aide FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1206 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E280 1213 2130 00 280000 | Homebound FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E280 1213 2140 00 280000 | Homebound Medicare | 500.00 | 24.88 | 67.54 | 0.00 | 0.00 | 432.46 |
| 50E--- 1213 2--- -- ------ | | 500.00 | 24.88 | 67.54 | 0.00 | 0.00 | 432.46 |
| 50E140 1216 2120 00 140000 | Autism IMRF | 76.00 | 264.42 | 596.38 | 0.00 | 0.00 | -520.38 |
| 50E280 1216 2120 00 280000 | Autism IMRF | 4,000.00 | 356.98 | 1,677.14 | 0.00 | 0.00 | 2,322.86 |
| 50E140 1216 2130 00 140000 | Autism FICA | 50.00 | 147.42 | 315.18 | 0.00 | 0.00 | -265.18 |
| 50E280 1216 2130 00 280000 | Autism FICA | 2,000.00 | 212.06 | 952.33 | 0.00 | 0.00 | 1,047.67 |
| 50E140 1216 2140 00 140000 | Autism Med | 11.00 | 34.48 | 73.72 | 0.00 | 0.00 | -62.72 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E280 1216 2140 00 280000 | Autism Med | 800.00 | 49.60 | 222.71 | 0.00 | 0.00 | 577.29 |
| 50E--- 1216 2--- -- ------ | | 6,937.00 | 1,064.96 | 3,837.46 | 0.00 | 0.00 | 3,099.54 |
| 50E140 1220 2120 00 140000 | EMH/LD Aide/Asst IMRF | 14,000.00 | 1,263.90 | 4,505.75 | 0.00 | 0.00 | 9,494.25 |
| 50E140 1220 2130 00 140000 | EMH/LD Aide/Asst FICA | 6,400.00 | 615.38 | 2,197.46 | 0.00 | 0.00 | 4,202.54 |
| 50E140 1220 2140 00 140000 | EMH/LD Medicare | 8,700.00 | 879.90 | 3,914.39 | 0.00 | 0.00 | 4,785.61 |
| 50E--- 1220 2--- -- ------ | | 29,100.00 | 2,759.18 | 10,617.60 | 0.00 | 0.00 | 18,482.40 |
| 50E100 1250 2120 00 100000 | Title I IMRF | 28,000.00 | 2,168.79 | 11,964.35 | 0.00 | 0.00 | 16,035.65 |
| 50E500 1250 2120 00 500000 | Title I IMRF Prior | 24,500.00 | 1,256.26 | 3,402.93 | 0.00 | 0.00 | 21,097.07 |
| 50E100 1250 2130 00 100000 | Title I FICA | 8,700.00 | 1,156.42 | 6,084.66 | 0.00 | 0.00 | 2,615.34 |
| 50E500 1250 2130 00 500000 | Title I FICA Prior | 2,700.00 | 609.19 | 1,558.01 | 0.00 | 0.00 | 1,141.99 |
| 50E100 1250 2140 00 100000 | Title I Medicare | 8,000.00 | 270.44 | 1,609.04 | 0.00 | 0.00 | 6,390.96 |
| 50E500 1250 2140 00 500000 | Title I Medicare Prior | 867.00 | 301.42 | 827.00 | 0.00 | 0.00 | 40.00 |
| 50E--- 1250 2--- -- ------ | | 72,767.00 | 5,762.52 | 25,445.99 | 0.00 | 0.00 | 47,321.01 |
| 50E360 1275 2120 00 360000 | Jump Start IMRF | 1,700.00 | 0.00 | 203.32 | 0.00 | 0.00 | 1,496.68 |
| 50E360 1275 2130 00 360000 | Jump Start FICA | 700.00 | 0.00 | 107.92 | 0.00 | 0.00 | 592.08 |
| 50E360 1275 2140 00 360000 | Jump Start Medicare | 700.00 | 0.00 | 69.40 | 0.00 | 0.00 | 630.60 |
| 50E--- 1275 2--- -- ------ | | 3,100.00 | 0.00 | 380.64 | 0.00 | 0.00 | 2,719.36 |
| 50E--- 12-- ---- -- ------ | | 139,387.00 | 12,534.05 | 53,570.75 | 0.00 | 0.00 | 85,816.25 |
| 50E050 1400 2120 00 000000 | RCHS Voc TA IMRF | 0.00 | 209.98 | 548.76 | 0.00 | 0.00 | -548.76 |
| 50E390 1400 2120 00 390000 | Voc Tutor IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1400 2130 00 000000 | RCHS BT/Voc FICA | 200.00 | 111.46 | 291.28 | 0.00 | 0.00 | -91.28 |
| 50E390 1400 2130 00 390000 | Voc Tutor FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1400 2140 00 000000 | RCHS Voc Medicare | 8,000.00 | 771.52 | 3,651.22 | 0.00 | 0.00 | 4,348.78 |
| 50E390 1400 2140 00 390000 | Voc Tutor Med | 100.00 | 4.88 | 8.25 | 0.00 | 0.00 | 91.75 |
| 50E480 1400 2140 00 480000 | Ag 3 Circles Med | 200.00 | 0.00 | 70.74 | 0.00 | 0.00 | 129.26 |
| 50E490 1400 2140 00 490000 | Ag Incent Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1400 2--- -- ------ | | 8,500.00 | 1,097.84 | 4,570.25 | 0.00 | 0.00 | 3,929.75 |
| 50E410 1459 2120 00 410000 | JROTC Instructor IMRF | 17,800.00 | 1,446.14 | 7,230.71 | 0.00 | 0.00 | 10,569.29 |
| 50E410 1459 2130 00 410000 | JROTC Instructor FICA | 8,500.00 | 766.42 | 3,832.14 | 0.00 | 0.00 | 4,667.86 |
| 50E410 1459 2140 00 410000 | JROTC Instructor Med | 2,200.00 | 179.22 | 896.14 | 0.00 | 0.00 | 1,303.86 |
| 50E--- 1459 2--- -- ------ | | 28,500.00 | 2,391.78 | 11,958.99 | 0.00 | 0.00 | 16,541.01 |
| 50E--- 14-- ---- -- ------ | | 37,000.00 | 3,489.62 | 16,529.24 | 0.00 | 0.00 | 20,470.76 |
| 50E050 1500 2130 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1500 2140 00 000000 | RCHS A D Medicare | 85.00 | 6.18 | 30.60 | 0.00 | 0.00 | 54.40 |
| 50E--- 1500 2--- -- ------ | | 85.00 | 6.18 | 30.60 | 0.00 | 0.00 | 54.40 |
| 50E050 1505 2140 00 000000 | RCHS FBLA Spon Med | 45.00 | 2.58 | 12.66 | 0.00 | 0.00 | 32.34 |
| 50E--- 1505 2--- -- ------ | | 45.00 | 2.58 | 12.66 | 0.00 | 0.00 | 32.34 |
| 50E050 1509 2140 00 000000 | RCHS Pep Club Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1509 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1510 2120 00 000000 | RCHS Cheerldr Spons IMRF | 280.00 | 138.14 | 138.14 | 0.00 | 0.00 | 141.86 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E050 1510 2130 00 000000 | RCHS Cheerldr Spons FICA | 110.00 | 72.20 | 72.20 | 0.00 | 0.00 | 37.80 |
| 50E050 1510 2140 00 000000 | RCHS Cheerldr Spons Medi | 140.00 | 42.84 | 42.84 | 0.00 | 0.00 | 97.16 |
| 50E--- 1510 2--- -- ------ | | 530.00 | 253.18 | 253.18 | 0.00 | 0.00 | 276.82 |
| 50E050 1511 2130 00 000000 | HS Golf FICA | 0.00 | 24.80 | 24.80 | 0.00 | 0.00 | -24.80 |
| 50E050 1511 2140 00 000000 | RCHS Golf Medicare | 75.00 | 78.63 | 78.63 | 0.00 | 0.00 | -3.63 |
| 50E--- 1511 2--- -- ------ | | 75.00 | 103.43 | 103.43 | 0.00 | 0.00 | -28.43 |
| 50E050 1512 2120 00 000000 | RCHS X-Country IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1512 2130 00 000000 | RCHS X Country FICA | 400.00 | 0.00 | 2.79 | 0.00 | 0.00 | 397.21 |
| 50E050 1512 2140 00 000000 | RCHS X Country Medicare | 90.00 | 97.16 | 97.76 | 0.00 | 0.00 | -7.76 |
| 50E--- 1512 2--- -- ------ | | 490.00 | 97.16 | 100.55 | 0.00 | 0.00 | 389.45 |
| 50E050 1513 2120 00 000000 | RCHS Dance IMRF | 260.00 | 0.00 | 0.00 | 0.00 | 0.00 | 260.00 |
| 50E050 1513 2130 00 000000 | RCHS Dance Team FICA | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 50E050 1513 2140 00 000000 | RCHS Dance Med | 45.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45.00 |
| 50E--- 1513 2--- -- ------ | | 455.00 | 0.00 | 0.00 | 0.00 | 0.00 | 455.00 |
| 50E050 1520 2130 00 000000 | RCHS Girls Tennis FICA | 252.00 | 244.43 | 244.43 | 0.00 | 0.00 | 7.57 |
| 50E050 1520 2140 00 000000 | RCHS Girls Tennis Medicare | 50.00 | 57.16 | 57.16 | 0.00 | 0.00 | -7.16 |
| 50E--- 1520 2--- -- ------ | | 302.00 | 301.59 | 301.59 | 0.00 | 0.00 | 0.41 |
| 50E050 1521 2120 00 000000 | RCHS Volleyball Wkrs IMRF | 200.00 | 0.00 | 15.24 | 0.00 | 0.00 | 184.76 |
| 50E050 1521 2130 00 000000 | RCHS Volleyball Wkrs FICA | 50.00 | 165.63 | 181.58 | 0.00 | 0.00 | -131.58 |
| 50E050 1521 2140 00 000000 | RCHS Volleyball Medi | 250.00 | 117.53 | 121.14 | 0.00 | 0.00 | 128.86 |
| 50E--- 1521 2--- -- ------ | | 500.00 | 283.16 | 317.96 | 0.00 | 0.00 | 182.04 |
| 50E050 1522 2120 00 000000 | RCHS Girls Basketball IMRF | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 50E050 1522 2130 00 000000 | RCHS Grls Basketball Wkr FICA | 50.00 | 15.62 | 15.62 | 0.00 | 0.00 | 34.38 |
| 50E050 1522 2140 00 000000 | RCHS Grls Basketballl Cch Med | 465.00 | 3.65 | 3.65 | 0.00 | 0.00 | 461.35 |
| 50E--- 1522 2--- -- ------ | | 540.00 | 19.27 | 19.27 | 0.00 | 0.00 | 520.73 |
| 50E050 1523 2120 00 000000 | RCHS Girls Track IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1523 2130 00 000000 | RCHS Girls Track FICA | 0.00 | 0.00 | 4.46 | 0.00 | 0.00 | -4.46 |
| 50E050 1523 2140 00 000000 | RCHS Girls Track Medicare | 325.00 | 0.00 | 1.02 | 0.00 | 0.00 | 323.98 |
| 50E--- 1523 2--- -- ------ | | 325.00 | 0.00 | 5.48 | 0.00 | 0.00 | 319.52 |
| 50E050 1524 2120 00 000000 | RCHS Girls Softball IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1524 2130 00 000000 | RCHS Girls Softball FICA | 0.00 | 40.74 | 51.62 | 0.00 | 0.00 | -51.62 |
| 50E050 1524 2140 00 000000 | RCHS Girls Softtball Medicare | 150.00 | 9.40 | 11.90 | 0.00 | 0.00 | 138.10 |
| 50E--- 1524 2--- -- ------ | | 150.00 | 50.14 | 63.52 | 0.00 | 0.00 | 86.48 |
| 50E050 1525 2120 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1525 2130 00 000000 | RCHS Girls Soccer FICA | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50E050 1525 2140 00 000000 | RCHS Girls Soccer Med | 80.00 | 0.00 | 0.00 | 0.00 | 0.00 | 80.00 |
| 50E--- 1525 2--- -- ------ | | 380.00 | 0.00 | 0.00 | 0.00 | 0.00 | 380.00 |
| 50E050 1530 2130 00 000000 | RCHS Boys Tennis FICA | 215.00 | 0.00 | 0.00 | 0.00 | 0.00 | 215.00 |
| 50E050 1530 2140 00 000000 | RCHS Boys Tennis Cch Med | 80.00 | 0.00 | 0.00 | 0.00 | 0.00 | 80.00 |
| 50E--- 1530 2--- -- ------ | | 295.00 | 0.00 | 0.00 | 0.00 | 0.00 | 295.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E050 1531 2120 00 000000 | RCHS Football IMRF | 30.00 | 8.41 | 8.41 | 0.00 | 0.00 | 21.59 |
| 50E050 1531 2130 00 000000 | RCHS Football FICA | 1,020.00 | 689.41 | 859.75 | 0.00 | 0.00 | 160.25 |
| 50E050 1531 2140 00 000000 | RCHS Football Coach Medicare | 415.00 | 388.12 | 429.89 | 0.00 | 0.00 | -14.89 |
| 50E--- 1531 2--- -- ------ | | 1,465.00 | 1,085.94 | 1,298.05 | 0.00 | 0.00 | 166.95 |
| 50E050 1532 2120 00 000000 | RCHS Boys Basketball IMRF | 10.00 | 0.00 | 13.67 | 0.00 | 0.00 | -3.67 |
| 50E050 1532 2130 00 000000 | RCHS Boys Basketball FICA | 375.00 | 0.00 | 11.02 | 0.00 | 0.00 | 363.98 |
| 50E050 1532 2140 00 000000 | RCHS Boys Basketball Medicare | 115.00 | 0.00 | 33.11 | 0.00 | 0.00 | 81.89 |
| 50E--- 1532 2--- -- ------ | | 500.00 | 0.00 | 57.80 | 0.00 | 0.00 | 442.20 |
| 50E050 1533 2120 00 000000 | RCHS Boys Track IMRF | 0.00 | 27.33 | 27.33 | 0.00 | 0.00 | -27.33 |
| 50E050 1533 2130 00 000000 | RCHS Boys Track FICA | 223.00 | 14.51 | 14.51 | 0.00 | 0.00 | 208.49 |
| 50E050 1533 2140 00 000000 | RCHS Boys Track Medicare | 75.00 | 3.39 | 10.46 | 0.00 | 0.00 | 64.54 |
| 50E--- 1533 2--- -- ------ | | 298.00 | 45.23 | 52.30 | 0.00 | 0.00 | 245.70 |
| 50E050 1534 2120 00 000000 | RCHS Boys Baseball IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1534 2130 00 000000 | RCHS Boys Baseball FICA | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| 50E050 1534 2140 00 000000 | RCHS Boys Baseball Med | 165.00 | 0.00 | 0.00 | 0.00 | 0.00 | 165.00 |
| 50E--- 1534 2--- -- ------ | | 240.00 | 0.00 | 0.00 | 0.00 | 0.00 | 240.00 |
| 50E050 1536 2130 00 000000 | RCHS Soccer Coach FICA | 500.00 | 549.96 | 549.96 | 0.00 | 0.00 | -49.96 |
| 50E050 1536 2140 00 000000 | RCHS Soccer Coach Med | 330.00 | 128.62 | 128.62 | 0.00 | 0.00 | 201.38 |
| 50E--- 1536 2--- -- ------ | | 830.00 | 678.58 | 678.58 | 0.00 | 0.00 | 151.42 |
| 50E040 1540 2130 00 000000 | RCMS AD FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1540 2140 00 000000 | RCMS AD Med | 50.00 | 4.92 | 17.41 | 0.00 | 0.00 | 32.59 |
| 50E--- 1540 2--- -- ------ | | 50.00 | 4.92 | 17.41 | 0.00 | 0.00 | 32.59 |
| 50E040 1550 2130 00 000000 | RCMS Chrldr Spons FICA | 220.00 | 0.00 | 0.00 | 0.00 | 0.00 | 220.00 |
| 50E040 1550 2140 00 000000 | RCMS Cheerleader Medicare | 70.00 | 0.00 | 0.00 | 0.00 | 0.00 | 70.00 |
| 50E--- 1550 2--- -- ------ | | 290.00 | 0.00 | 0.00 | 0.00 | 0.00 | 290.00 |
| 50E040 1551 2120 00 000000 | RCMS X-Country IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1551 2130 00 000000 | RCMS X-Country FICA | 286.00 | 0.00 | 12.83 | 0.00 | 0.00 | 273.17 |
| 50E040 1551 2140 00 000000 | RCMS X-Country Medicare | 50.00 | 50.72 | 53.46 | 0.00 | 0.00 | -3.46 |
| 50E--- 1551 2--- -- ------ | | 336.00 | 50.72 | 66.29 | 0.00 | 0.00 | 269.71 |
| 50E040 1560 2120 00 000000 | RCMS Girls Basketball IMRF | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50E040 1560 2130 00 000000 | RCMS Girls Basketball FICA | 710.00 | 0.00 | 0.00 | 0.00 | 0.00 | 710.00 |
| 50E040 1560 2140 00 000000 | RCMS Girls Basketball Medicare | 315.00 | 0.00 | 0.00 | 0.00 | 0.00 | 315.00 |
| 50E--- 1560 2--- -- ------ | | 1,325.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,325.00 |
| 50E040 1561 2120 00 000000 | RCMS Volleyball Workers IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1561 2130 00 000000 | RCMS Volleyball Workers FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1561 2140 00 000000 | RCMS Volleyball Medicare | 555.00 | 0.00 | 13.00 | 0.00 | 0.00 | 542.00 |
| 50E--- 1561 2--- -- ------ | | 555.00 | 0.00 | 13.00 | 0.00 | 0.00 | 542.00 |
| 50E040 1562 2120 00 000000 | RCMS Girls Track IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1562 2130 00 000000 | RCMS Girls Track FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1562 2140 00 000000 | RCMS Girls Track Med | 760.00 | 0.00 | 0.00 | 0.00 | 0.00 | 760.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E--- 1562 2--- -- ------ | | 760.00 | 0.00 | 0.00 | 0.00 | 0.00 | 760.00 |
| 50E040 1570 2120 00 000000 | RCMS Boys Basketball IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1570 2130 00 000000 | RCMS Boys Basketball FICA | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50E040 1570 2140 00 000000 | RCMS Boys Basketball Medicare | 140.00 | 0.00 | 0.00 | 0.00 | 0.00 | 140.00 |
| 50E--- 1570 2--- -- ------ | | 440.00 | 0.00 | 0.00 | 0.00 | 0.00 | 440.00 |
| 50E040 1571 2120 00 000000 | RCMS Boys Track IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1571 2130 00 000000 | RCMS Boys Track FICA | 275.00 | 0.00 | 2.79 | 0.00 | 0.00 | 272.21 |
| 50E040 1571 2140 00 000000 | RCMS Boys Track Medicare | 115.00 | 0.00 | 1.28 | 0.00 | 0.00 | 113.72 |
| 50E--- 1571 2--- -- ------ | | 390.00 | 0.00 | 4.07 | 0.00 | 0.00 | 385.93 |
| 50E050 1572 2120 00 000000 | RCHS Wrestling IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1572 2130 00 000000 | RCHS Wrestling Workers FICA | 75.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| 50E050 1572 2140 00 000000 | RCHS Wrestling Medicare | 90.00 | 0.00 | 0.00 | 0.00 | 0.00 | 90.00 |
| 50E--- 1572 2--- -- ------ | | 165.00 | 0.00 | 0.00 | 0.00 | 0.00 | 165.00 |
| 50E040 1575 2140 00 000000 | RCMS Yearbook Sponsor Med | 55.00 | 3.34 | 16.20 | 0.00 | 0.00 | 38.80 |
| 50E--- 1575 2--- -- ------ | | 55.00 | 3.34 | 16.20 | 0.00 | 0.00 | 38.80 |
| 50E040 1576 2140 00 000000 | RCMS Student Council Med | 50.00 | 1.48 | 6.47 | 0.00 | 0.00 | 43.53 |
| 50E--- 1576 2--- -- ------ | | 50.00 | 1.48 | 6.47 | 0.00 | 0.00 | 43.53 |
| 50E050 1580 2130 00 000000 | RCHS Scholar Bowl FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1580 2140 00 000000 | RCHS Scholastic Bowl Med | 60.00 | 0.00 | 0.00 | 0.00 | 0.00 | 60.00 |
| 50E--- 1580 2--- -- ------ | | 60.00 | 0.00 | 0.00 | 0.00 | 0.00 | 60.00 |
| 50E050 1582 2130 00 000000 | HS Musical FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1582 2140 00 000000 | RCHS Musical Spons Med | 166.00 | 0.00 | 0.00 | 0.00 | 0.00 | 166.00 |
| 50E--- 1582 2--- -- ------ | | 166.00 | 0.00 | 0.00 | 0.00 | 0.00 | 166.00 |
| 50E050 1583 2130 00 000000 | RCHS Marching Band Dir FICA | 0.00 | 0.00 | 3.72 | 0.00 | 0.00 | -3.72 |
| 50E050 1583 2140 00 000000 | RCHS Marching Band Dir Med | 275.00 | 42.96 | 104.87 | 0.00 | 0.00 | 170.13 |
| 50E--- 1583 2--- -- ------ | | 275.00 | 42.96 | 108.59 | 0.00 | 0.00 | 166.41 |
| 50E050 1584 2140 00 000000 | RCHS Chorus Sponsor Med | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E--- 1584 2--- -- ------ | | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E050 1585 2140 00 000000 | RCHS Jr Class Sponsor Med | 78.00 | 5.72 | 26.79 | 0.00 | 0.00 | 51.21 |
| 50E--- 1585 2--- -- ------ | | 78.00 | 5.72 | 26.79 | 0.00 | 0.00 | 51.21 |
| 50E050 1586 2140 00 000000 | RCHS Yearbook Sponsor Medicare | 45.00 | 2.99 | 14.04 | 0.00 | 0.00 | 30.96 |
| 50E--- 1586 2--- -- ------ | | 45.00 | 2.99 | 14.04 | 0.00 | 0.00 | 30.96 |
| 50E050 1588 2120 00 000000 | RCHS X-Curr Sprvsn IMRF | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 50E050 1588 2130 00 000000 | RCHS X-Curr Sprvsn FICA | 350.00 | 0.00 | 0.00 | 0.00 | 0.00 | 350.00 |
| 50E050 1588 2140 00 000000 | RCHS X-Curr Sprvsn Med | 90.00 | 0.44 | 0.44 | 0.00 | 0.00 | 89.56 |
| 50E--- 1588 2--- -- ------ | | 465.00 | 0.44 | 0.44 | 0.00 | 0.00 | 464.56 |
| 50E050 1589 2140 00 000000 | RCHS Student Council Medicare | 65.00 | 4.32 | 20.68 | 0.00 | 0.00 | 44.32 |
| 50E--- 1589 2--- -- ------ | | 65.00 | 4.32 | 20.68 | 0.00 | 0.00 | 44.32 |
| 50E050 1590 2120 00 000000 | RCHS Rifle/Drill IMRF | 650.00 | 55.08 | 274.28 | 0.00 | 0.00 | 375.72 |
| 50E050 1590 2130 00 000000 | RCHS Rifle/Drill FICA | 250.00 | 29.18 | 145.34 | 0.00 | 0.00 | 104.66 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E050 1590 2140 00 000000 | RCHS Rifle/Drill Med | 90.00 | 6.84 | 34.04 | 0.00 | 0.00 | 55.96 |
| 50E--- 1590 2--- -- ------ | | 990.00 | 91.10 | 453.66 | 0.00 | 0.00 | 536.34 |
| 50E040 1591 2140 00 000000 | RCMS BAND MED | 45.00 | 4.28 | 21.18 | 0.00 | 0.00 | 23.82 |
| 50E--- 1591 2--- -- ------ | | 45.00 | 4.28 | 21.18 | 0.00 | 0.00 | 23.82 |
| 50E040 1593 2140 00 000000 | RCMS Talent Shw Spon Med | 115.00 | 0.00 | 0.00 | 0.00 | 0.00 | 115.00 |
| 50E--- 1593 2--- -- ------ | | 115.00 | 0.00 | 0.00 | 0.00 | 0.00 | 115.00 |
| 50E040 1594 2140 00 000000 | RCMS Drama Spon Medicare | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 50E--- 1594 2--- -- ------ | | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.00 |
| 50E040 1598 2120 00 000000 | RCMS Dance/Grad IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1598 2130 00 000000 | RCMS Dance/Grad FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 1598 2140 00 000000 | RCMS Dance/Grad Medicare | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E--- 1598 2--- -- ------ | | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E040 1599 2140 00 000000 | RCMS Math Counts Sponsor Med | 20.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20.00 |
| 50E--- 1599 2--- -- ------ | | 20.00 | 0.00 | 0.00 | 0.00 | 0.00 | 20.00 |
| 50E--- 15-- ---- -- ------ | | 14,370.00 | 3,138.71 | 4,063.79 | 0.00 | 0.00 | 10,306.21 |
| 50E050 1700 2120 00 000000 | RCHS Dr Ed TA IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1700 2130 00 000000 | RCHS Dr Ed TA FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E050 1700 2140 00 000000 | RCHS Dr Ed Medicare | 2,000.00 | 43.24 | 459.61 | 0.00 | 0.00 | 1,540.39 |
| 50E--- 1700 2--- -- ------ | | 2,000.00 | 43.24 | 459.61 | 0.00 | 0.00 | 1,540.39 |
| 50E--- 17-- ---- -- ------ | | 2,000.00 | 43.24 | 459.61 | 0.00 | 0.00 | 1,540.39 |
| 50E010 1800 2140 00 000000 | Bilingual Program Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 1800 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 18-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E550 1900 2120 00 550000 | TAOEP IMRF | 2,000.00 | 248.21 | 744.62 | 0.00 | 0.00 | 1,255.38 |
| 50E750 1900 2120 00 750000 | TAOEP IMRF | 450.00 | 0.00 | 454.52 | 0.00 | 0.00 | -4.52 |
| 50E550 1900 2130 00 550000 | TAOEP FICA | 1,500.00 | 134.53 | 391.57 | 0.00 | 0.00 | 1,108.43 |
| 50E750 1900 2130 00 750000 | TAOEP FICA | 212.00 | 0.00 | 234.24 | 0.00 | 0.00 | -22.24 |
| 50E550 1900 2140 00 550000 | TAOEP Med | 750.00 | 31.46 | 91.57 | 0.00 | 0.00 | 658.43 |
| 50E750 1900 2140 00 750000 | TAOEP Med | 50.00 | 0.00 | 54.76 | 0.00 | 0.00 | -4.76 |
| 50E--- 1900 2--- -- ------ | | 4,962.00 | 414.20 | 1,971.28 | 0.00 | 0.00 | 2,990.72 |
| 50E--- 19-- ---- -- ------ | | 4,962.00 | 414.20 | 1,971.28 | 0.00 | 0.00 | 2,990.72 |
| 50E550 2110 2120 00 550000 | TAEOP IMRF | 2,150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,150.00 |
| 50E750 2110 2120 00 750000 | TAOEP IMRF | 0.00 | 242.86 | 728.58 | 0.00 | 0.00 | -728.58 |
| 50E020 2110 2130 00 000000 | RCES Social Workers FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E550 2110 2130 00 550000 | TAOEP FICA | 1,250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,250.00 |
| 50E750 2110 2130 00 750000 | TAOEP FICA | 0.00 | 128.92 | 386.76 | 0.00 | 0.00 | -386.76 |
| 50E010 2110 2140 00 000000 | Social Worker Med | 750.00 | 59.09 | 142.11 | 0.00 | 0.00 | 607.89 |
| 50E020 2110 2140 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E550 2110 2140 00 550000 | TAOEP | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| 50E750 2110 2140 00 750000 | TAOEP Social Worker Med | 0.00 | 30.14 | 90.42 | 0.00 | 0.00 | -90.42 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E--- 2110 2--- -- ------ | | 4,550.00 | 461.01 | 1,347.87 | 0.00 | 0.00 | 3,202.13 |
| 50E020 2120 2120 00 000000 | RCES Guid IMRF | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50E050 2120 2120 00 000000 | RCHS Guidance IMRF | 3,000.00 | 486.00 | 1,974.26 | 0.00 | 0.00 | 1,025.74 |
| 50E070 2120 2120 00 000000 | 21st Century IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E020 2120 2130 00 000000 | RCES Guid FICA | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| 50E050 2120 2130 00 000000 | RCHS Guidance FICA | 1,500.00 | 192.67 | 849.19 | 0.00 | 0.00 | 650.81 |
| 50E070 2120 2130 00 000000 | 21st Century IMRF | 10.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 50E020 2120 2140 00 000000 | RCES Guid Med | 1,750.00 | 133.36 | 624.76 | 0.00 | 0.00 | 1,125.24 |
| 50E040 2120 2140 00 000000 | RCMS Guid Medicare | 615.00 | 106.16 | 415.07 | 0.00 | 0.00 | 199.93 |
| 50E050 2120 2140 00 000000 | RCHS Guidance Medicare | 1,800.00 | 142.16 | 639.05 | 0.00 | 0.00 | 1,160.95 |
| 50E070 2120 2140 00 000000 | 21st Century Med | 15.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15.00 |
| 50E470 2120 2140 00 470000 | 21st Century Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2120 2--- -- ------ | | 9,140.00 | 1,060.35 | 4,502.33 | 0.00 | 0.00 | 4,637.67 |
| 50E010 2130 2120 00 000000 | District Nurse Aide IMRF | 5,800.00 | 537.29 | 2,719.15 | 0.00 | 0.00 | 3,080.85 |
| 50E010 2130 2130 00 000000 | District Nurse FICA | 3,500.00 | 326.85 | 1,464.83 | 0.00 | 0.00 | 2,035.17 |
| 50E010 2130 2140 00 000000 | District Nurse Medicare | 2,100.00 | 203.80 | 969.79 | 0.00 | 0.00 | 1,130.21 |
| 50E--- 2130 2--- -- ------ | | 11,400.00 | 1,067.94 | 5,153.77 | 0.00 | 0.00 | 6,246.23 |
| 50E140 2140 2140 00 140000 | Psychologist Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2140 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E280 2150 2120 00 280000 | District Speech IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E280 2150 2130 00 280000 | District Speech FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E150 2150 2140 00 150000 | Speech Path Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E280 2150 2140 00 280000 | District Speech Medicare | 4,000.00 | 310.59 | 1,474.99 | 0.00 | 0.00 | 2,525.01 |
| 50E--- 2150 2--- -- ------ | | 4,000.00 | 310.59 | 1,474.99 | 0.00 | 0.00 | 2,525.01 |
| 50E020 2190 2120 00 000000 | RCES Supervision Aide IMRF | 72,000.00 | 795.67 | 3,654.14 | 0.00 | 0.00 | 68,345.86 |
| 50E020 2190 2130 00 000000 | RCES Supervision Aide FICA | 9,500.00 | 447.93 | 1,914.82 | 0.00 | 0.00 | 7,585.18 |
| 50E020 2190 2140 00 000000 | RCES Supervision Aide Med | 1,000.00 | 104.76 | 447.77 | 0.00 | 0.00 | 552.23 |
| 50E--- 2190 2--- -- ------ | | 82,500.00 | 1,348.36 | 6,016.73 | 0.00 | 0.00 | 76,483.27 |
| 50E--- 21-- ---- -- ------ | | 111,590.00 | 4,248.25 | 18,495.69 | 0.00 | 0.00 | 93,094.31 |
| 50E070 2210 2120 00 000000 | 21st Century IMRF | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E100 2210 2120 00 100000 | Title I IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E110 2210 2120 00 110000 | PreK Improv Instr IMRF | 0.00 | 0.00 | 51.25 | 0.00 | 0.00 | -51.25 |
| 50E120 2210 2120 00 120000 | Improv Instruc Laptop IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E180 2210 2120 01 180000 | RTtT NC IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E330 2210 2120 00 330000 | Title II IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E340 2210 2120 00 340000 | ESSER Prof Development IMRF | 100.00 | 0.00 | 166.01 | 0.00 | 0.00 | -66.01 |
| 50E470 2210 2120 00 470000 | 21st Century IMRF | 50.00 | 0.00 | 16.11 | 0.00 | 0.00 | 33.89 |
| 50E500 2210 2120 00 500000 | Title I Improv Inst IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2210 2120 00 510000 | PreK Improv Inst IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E530 2210 2120 00 530000 | Title II IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E070 2210 2130 00 000000 | 21st Century FICA | 10.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.00 |
| 50E100 2210 2130 00 100000 | Title I Improv Of Instru FICA | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E110 2210 2130 00 110000 | Pre K Imp Inst FICA | 100.00 | 0.00 | 27.20 | 0.00 | 0.00 | 72.80 |
| 50E120 2210 2130 00 120000 | Improve Instruc Laptop FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E170 2210 2130 00 170000 | Title IV Imp Inst FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E180 2210 2130 00 180000 | RTT Improv Inst FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E180 2210 2130 01 180000 | RTTT FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E330 2210 2130 00 330000 | Title II FICA | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E340 2210 2130 00 340000 | ESSER Prof Development FICA | 100.00 | 0.00 | 99.20 | 0.00 | 0.00 | 0.80 |
| 50E470 2210 2130 00 470000 | 21st Century FICA | 100.00 | 0.00 | 87.15 | 0.00 | 0.00 | 12.85 |
| 50E500 2210 2130 00 500000 | Title I FICA/NC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2210 2130 00 510000 | At Risk Fica/NC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E530 2210 2130 00 530000 | Title II FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E810 2210 2130 00 810000 | ROE Flow Thru FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E010 2210 2140 00 000000 | Improv of Instru Dist Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E060 2210 2140 00 000000 | Fine Arts Grant Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 2210 2140 00 000000 | 21st Century Med | 15.00 | 0.00 | 5.06 | 0.00 | 0.00 | 9.94 |
| 50E100 2210 2140 00 100000 | Title I Improv Medicare | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E110 2210 2140 00 110000 | PreK Improv Instr Med | 100.00 | 0.00 | 6.36 | 0.00 | 0.00 | 93.64 |
| 50E120 2210 2140 00 120000 | Improv Instruc Laptop Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E170 2210 2140 00 170000 | Title IV SUB MED | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E180 2210 2140 00 180000 | RTT Improv Inst Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E180 2210 2140 01 180000 | RTTT IMentoring MED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E270 2210 2140 00 270000 | Title I S&A Impr Inst Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E330 2210 2140 00 330000 | Title II Teach Medicare | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E340 2210 2140 00 340000 | ESSER Prof Development Medicar | 500.00 | 0.00 | 204.70 | 0.00 | 0.00 | 295.30 |
| 50E342 2210 2140 00 000000 | | 0.00 | 58.22 | 174.66 | 0.00 | 0.00 | -174.66 |
| 50E470 2210 2140 00 470000 | 21st Century Med | 50.00 | 0.00 | 46.62 | 0.00 | 0.00 | 3.38 |
| 50E480 2210 2140 00 480000 | Ag 3 Circles Med | 136.00 | 0.00 | 0.00 | 0.00 | 0.00 | 136.00 |
| 50E490 2210 2140 00 490000 | Ag Grant Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E500 2210 2140 00 500000 | Title I Med | 0.00 | 0.00 | 3.05 | 0.00 | 0.00 | -3.05 |
| 50E510 2210 2140 00 510000 | At Risk Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E530 2210 2140 00 530000 | Prior Yr Title II Med | 26.00 | 0.00 | 0.00 | 0.00 | 0.00 | 26.00 |
| 50E570 2210 2140 00 570000 | Title IV Improv Instruc Med | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E810 2210 2140 00 810000 | Pat Burk Flow Thru MED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2210 2--- -- ------ | | 1,937.00 | 58.22 | 887.37 | 0.00 | 0.00 | 1,049.63 |
| 50E020 2220 2120 00 000000 | RCES IMC IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2220 2120 00 000000 | RCMS IMC IMRF | 7,400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,400.00 |
| 50E050 2220 2120 00 000000 | RCHS IMC IMRF | 4,800.00 | 0.00 | 358.98 | 0.00 | 0.00 | 4,441.02 |
| 50E020 2220 2130 00 000000 | RCES IMC FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E040 2220 2130 00 000000 | RCMS IMC FICA | 2,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 50E050 2220 2130 00 000000 | RCHS IMC FICA | 2,600.00 | 0.00 | 188.54 | 0.00 | 0.00 | 2,411.46 |
| 50E020 2220 2140 00 000000 | RCES IMC Medicare | 1,000.00 | 88.17 | 439.36 | 0.00 | 0.00 | 560.64 |
| 50E040 2220 2140 00 000000 | RCMS IMC Medicare | 850.00 | 35.34 | 168.66 | 0.00 | 0.00 | 681.34 |
| 50E050 2220 2140 00 000000 | RCHS IMC Medicare | 1,000.00 | 0.00 | 192.62 | 0.00 | 0.00 | 807.38 |
| 50E--- 2220 2--- -- ------ | | 20,150.00 | 123.51 | 1,348.16 | 0.00 | 0.00 | 18,801.84 |
| 50E340 2230 2140 00 340000 | ESSER MTSS Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2230 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 22-- ---- -- ------ | | 22,087.00 | 181.73 | 2,235.53 | 0.00 | 0.00 | 19,851.47 |
| 50E010 2310 2120 00 000000 | BOE Treasure/Sec IMRF | 700.00 | 25.30 | 152.18 | 0.00 | 0.00 | 547.82 |
| 50E010 2310 2130 00 000000 | BOE Treasure/Sec FICA | 400.00 | 27.37 | 135.96 | 0.00 | 0.00 | 264.04 |
| 50E010 2310 2140 00 000000 | BOE Treas/Sec Med | 150.00 | 6.40 | 31.77 | 0.00 | 0.00 | 118.23 |
| 50E--- 2310 2--- -- ------ | | 1,250.00 | 59.07 | 319.91 | 0.00 | 0.00 | 930.09 |
| 50E010 2320 2120 00 000000 | Supt Office IMRF | 69,300.00 | 440.41 | 2,672.84 | 0.00 | 0.00 | 66,627.16 |
| 50E010 2320 2130 00 000000 | Supt Office FICA | 3,000.00 | 267.14 | 1,841.24 | 0.00 | 0.00 | 1,158.76 |
| 50E010 2320 2140 00 000000 | Supt Office Medicare | 2,800.00 | 243.78 | 1,336.03 | 0.00 | 0.00 | 1,463.97 |
| 50E--- 2320 2--- -- ------ | | 75,100.00 | 951.33 | 5,850.11 | 0.00 | 0.00 | 69,249.89 |
| 50E010 2330 2120 00 000000 | Asst Supt Sec IMRF | 64,500.00 | 0.00 | 262.11 | 0.00 | 0.00 | 64,237.89 |
| 50E070 2330 2120 00 000000 | 21st Century Sec IMRF | 150.00 | 36.00 | 95.13 | 0.00 | 0.00 | 54.87 |
| 50E100 2330 2120 00 100000 | Title I Admin IMRF | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 50E110 2330 2120 00 110000 | PreK Administrative IMRF | 1,000.00 | 107.26 | 521.50 | 0.00 | 0.00 | 478.50 |
| 50E470 2330 2120 00 470000 | 21st Century IMRF | 900.00 | 0.00 | 118.84 | 0.00 | 0.00 | 781.16 |
| 50E500 2330 2120 00 500000 | Title I IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2330 2120 00 510000 | PreK Admin IMRF Prior | 0.00 | 0.00 | 1.58 | 0.00 | 0.00 | -1.58 |
| 50E010 2330 2130 00 000000 | Asst Supt Sec FICA | 2,800.00 | 0.00 | 96.70 | 0.00 | 0.00 | 2,703.30 |
| 50E070 2330 2130 00 000000 | 21st Century FICA | 100.00 | 19.11 | 50.50 | 0.00 | 0.00 | 49.50 |
| 50E100 2330 2130 00 100000 | Title I Admin FICA | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50E110 2330 2130 00 110000 | PreK Administrative FICA | 650.00 | 56.31 | 271.20 | 0.00 | 0.00 | 378.80 |
| 50E470 2330 2130 00 470000 | 21st Century FICA | 600.00 | 0.00 | 63.10 | 0.00 | 0.00 | 536.90 |
| 50E500 2330 2130 00 500000 | Title I FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2330 2130 00 510000 | PreK Admin FICA Prior | 0.00 | 0.00 | 0.82 | 0.00 | 0.00 | -0.82 |
| 50E010 2330 2140 00 000000 | Building & Grounds Dir Med | 3,000.00 | 150.58 | 775.92 | 0.00 | 0.00 | 2,224.08 |
| 50E070 2330 2140 00 000000 | 21st Century Med | 100.00 | 4.47 | 11.82 | 0.00 | 0.00 | 88.18 |
| 50E100 2330 2140 00 100000 | Title I Adm Medicare | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50E110 2330 2140 00 110000 | PreK Adm Med | 200.00 | 13.17 | 63.41 | 0.00 | 0.00 | 136.59 |
| 50E470 2330 2140 00 470000 | 21st Century Med | 200.00 | 0.00 | 14.76 | 0.00 | 0.00 | 185.24 |
| 50E500 2330 2140 00 500000 | Title I Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2330 2140 00 510000 | PreK Admin Med | 0.00 | 0.00 | 0.19 | 0.00 | 0.00 | -0.19 |
| 50E--- 2330 2--- -- ------ | | 75,300.00 | 386.90 | 2,347.58 | 0.00 | 0.00 | 72,952.42 |
| 50E110 2331 2120 00 110000 | PI Sec IMRF | 0.00 | 107.26 | 562.89 | 0.00 | 0.00 | -562.89 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E280 2331 2120 00 280000 | Sp Ed Sec IMRF | 6,000.00 | 145.74 | 1,127.43 | 0.00 | 0.00 | 4,872.57 |
| 50E510 2331 2120 00 510000 | PI Adm Sec IMRF | 1,135.00 | 0.00 | 1.58 | 0.00 | 0.00 | 1,133.42 |
| 50E110 2331 2130 00 110000 | PI Sec FICA | 0.00 | 56.30 | 291.83 | 0.00 | 0.00 | -291.83 |
| 50E280 2331 2130 00 280000 | Sp Ed Sec FICA | 3,000.00 | 77.36 | 606.39 | 0.00 | 0.00 | 2,393.61 |
| 50E510 2331 2130 00 510000 | PI Adm Fica | 383.00 | 0.00 | 0.82 | 0.00 | 0.00 | 382.18 |
| 50E110 2331 2140 00 110000 | PI Sec Med | 200.00 | 13.17 | 68.26 | 0.00 | 0.00 | 131.74 |
| 50E280 2331 2140 00 280000 | Sp Needs Dir Med | 2,850.00 | 205.83 | 1,026.25 | 0.00 | 0.00 | 1,823.75 |
| 50E510 2331 2140 00 510000 | Pre K Adm Sec Med | 20.00 | 0.00 | 0.19 | 0.00 | 0.00 | 19.81 |
| 50E--- 2331 2--- -- ------ | | 13,588.00 | 605.66 | 3,685.64 | 0.00 | 0.00 | 9,902.36 |
| 50E320 2333 2140 00 320000 | Building Grounds Dir Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2333 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 23-- ---- -- ------ | | 165,238.00 | 2,002.96 | 12,203.24 | 0.00 | 0.00 | 153,034.76 |
| 50E020 2410 2120 00 000000 | RCES Principal IMRF | 72,000.00 | 1,159.26 | 5,870.84 | 0.00 | 0.00 | 66,129.16 |
| 50E030 2410 2120 00 000000 | WRES Prins IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2410 2120 00 000000 | RCMS Principal IMRF | 67,000.00 | 455.86 | 2,472.23 | 0.00 | 0.00 | 64,527.77 |
| 50E050 2410 2120 00 000000 | RCHS Principal IMRF | 69,000.00 | 560.57 | 3,237.85 | 0.00 | 0.00 | 65,762.15 |
| 50E020 2410 2130 00 000000 | RCES Principal FICA | 8,000.00 | 669.93 | 3,132.21 | 0.00 | 0.00 | 4,867.79 |
| 50E030 2410 2130 00 000000 | WRES Princ FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2410 2130 00 000000 | RCMS Principal FICA | 4,000.00 | 241.97 | 1,312.27 | 0.00 | 0.00 | 2,687.73 |
| 50E050 2410 2130 00 000000 | RCHS Principal FICA | 8,000.00 | 288.37 | 1,723.75 | 0.00 | 0.00 | 6,276.25 |
| 50E020 2410 2140 00 000000 | RCES Principal Medicare | 5,500.00 | 467.92 | 2,268.97 | 0.00 | 0.00 | 3,231.03 |
| 50E030 2410 2140 00 000000 | WRES Princ MED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2410 2140 00 000000 | RCMS Principal Medicare | 4,000.00 | 237.32 | 1,200.97 | 0.00 | 0.00 | 2,799.03 |
| 50E050 2410 2140 00 000000 | RCHS Principal Medicare | 4,000.00 | 255.35 | 1,470.46 | 0.00 | 0.00 | 2,529.54 |
| 50E--- 2410 2--- -- ------ | | 241,500.00 | 4,336.55 | 22,689.55 | 0.00 | 0.00 | 218,810.45 |
| 50E010 2490 2140 00 000000 | Program Suprvr Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2490 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 24-- ---- -- ------ | | 241,500.00 | 4,336.55 | 22,689.55 | 0.00 | 0.00 | 218,810.45 |
| 50E010 2520 2120 00 000000 | Fiscal Service IMRF | 32,500.00 | 1,297.23 | 5,792.36 | 0.00 | 0.00 | 26,707.64 |
| 50E010 2520 2130 00 000000 | Fiscal Services FICA | 7,000.00 | 602.41 | 2,934.55 | 0.00 | 0.00 | 4,065.45 |
| 50E010 2520 2140 00 000000 | Fiscal Serv Med | 2,000.00 | 140.89 | 686.33 | 0.00 | 0.00 | 1,313.67 |
| 50E--- 2520 2--- -- ------ | | 41,500.00 | 2,040.53 | 9,413.24 | 0.00 | 0.00 | 32,086.76 |
| 50E020 2540 2120 00 000000 | RCES Cust IMRF | 80,000.00 | 2,008.30 | 9,098.62 | 0.00 | 0.00 | 70,901.38 |
| 50E030 2540 2120 00 000000 | WRES Cust IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2540 2120 00 000000 | RCMS Custodial IMRF | 12,500.00 | 1,511.51 | 7,149.10 | 0.00 | 0.00 | 5,350.90 |
| 50E050 2540 2120 00 000000 | RCHS Custodial IMRF | 20,000.00 | 2,224.86 | 10,168.98 | 0.00 | 0.00 | 9,831.02 |
| 50E020 2540 2130 00 000000 | RCES Cust FICA | 14,000.00 | 1,104.25 | 4,738.58 | 0.00 | 0.00 | 9,261.42 |
| 50E030 2540 2130 00 000000 | WRES Cust FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2540 2130 00 000000 | RCMS Custodial FICA | 9,000.00 | 742.90 | 3,486.02 | 0.00 | 0.00 | 5,513.98 |
| 50E050 2540 2130 00 000000 | RCHS Custodial FICA | 12,000.00 | 1,155.52 | 5,255.17 | 0.00 | 0.00 | 6,744.83 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E020 2540 2140 00 000000 | RCES Cust Med | 3,000.00 | 258.23 | 1,108.22 | 0.00 | 0.00 | 1,891.78 |
| 50E030 2540 2140 00 000000 | WRES Cust Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E040 2540 2140 00 000000 | RCMS Custodial Med | 2,000.00 | 173.74 | 815.28 | 0.00 | 0.00 | 1,184.72 |
| 50E050 2540 2140 00 000000 | RCHS Custodial Med | 3,000.00 | 270.25 | 1,229.09 | 0.00 | 0.00 | 1,770.91 |
| 50E--- 2540 2--- -- ------ | | 155,500.00 | 9,449.56 | 43,049.06 | 0.00 | 0.00 | 112,450.94 |
| 50E010 2541 2120 00 000000 | District Maint IMRF | 15,000.00 | 843.79 | 3,419.40 | 0.00 | 0.00 | 11,580.60 |
| 50E010 2541 2130 00 000000 | District Maint FICA | 10,000.00 | 438.42 | 1,769.85 | 0.00 | 0.00 | 8,230.15 |
| 50E010 2541 2140 00 000000 | District Maint Med | 2,250.00 | 102.54 | 413.93 | 0.00 | 0.00 | 1,836.07 |
| 50E--- 2541 2--- -- ------ | | 27,250.00 | 1,384.75 | 5,603.18 | 0.00 | 0.00 | 21,646.82 |
| 50E010 2542 2120 00 000000 | District Summer Maint IMRF | 3,500.00 | 164.11 | 2,102.35 | 0.00 | 0.00 | 1,397.65 |
| 50E010 2542 2130 00 000000 | District Summer Maint FICA | 3,500.00 | 232.45 | 2,487.96 | 0.00 | 0.00 | 1,012.04 |
| 50E010 2542 2140 00 000000 | District Summer Maint Med | 1,000.00 | 54.38 | 581.85 | 0.00 | 0.00 | 418.15 |
| 50E--- 2542 2--- -- ------ | | 8,000.00 | 450.94 | 5,172.16 | 0.00 | 0.00 | 2,827.84 |
| 50E070 2550 2120 00 000000 | 21st Century Trans IMRF | 500.00 | 2.63 | 2.63 | 0.00 | 0.00 | 497.37 |
| 50E080 2550 2120 00 000000 | Trans IMRF | 7,000.00 | 1,082.98 | 4,180.14 | 0.00 | 0.00 | 2,819.86 |
| 50E080 2550 2120 61 000000 | Trans Reg Driver IMRF | 120,000.00 | 4,278.72 | 14,855.31 | 0.00 | 0.00 | 105,144.69 |
| 50E080 2550 2120 70 000000 | TRans Sec IMRF | 15,000.00 | 1,123.48 | 5,325.15 | 0.00 | 0.00 | 9,674.85 |
| 50E100 2550 2120 00 100000 | Summer School IMRF | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E110 2550 2120 00 110000 | PreK Trans IMRF | 12,000.00 | 922.67 | 2,508.10 | 0.00 | 0.00 | 9,491.90 |
| 50E210 2550 2120 00 210000 | ROE Pre K Trans IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E470 2550 2120 00 470000 | 21st Century IMRF | 750.00 | 236.51 | 978.02 | 0.00 | 0.00 | -228.02 |
| 50E500 2550 2120 00 500000 | Title I Summer School IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2550 2120 00 510000 | Prek Trans IMRF | 12.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12.00 |
| 50E610 2550 2120 00 610000 | Trans Voc Ed IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E620 2550 2120 00 620000 | Trans Spec Ed IMRF | 9,500.00 | 804.96 | 2,221.22 | 0.00 | 0.00 | 7,278.78 |
| 50E070 2550 2130 00 000000 | 21st Century Trans FICA | 300.00 | 2.34 | 2.34 | 0.00 | 0.00 | 297.66 |
| 50E080 2550 2130 00 000000 | Trans FICA | 3,500.00 | 647.15 | 2,207.03 | 0.00 | 0.00 | 1,292.97 |
| 50E080 2550 2130 61 000000 | TRANS Reg Driver FICA | 25,000.00 | 2,340.57 | 7,792.88 | 0.00 | 0.00 | 17,207.12 |
| 50E080 2550 2130 70 000000 | Trans Sec FICA | 9,000.00 | 595.24 | 2,822.73 | 0.00 | 0.00 | 6,177.27 |
| 50E100 2550 2130 00 100000 | Summer School FICA | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E110 2550 2130 00 110000 | PreK Trans FICA | 7,500.00 | 513.33 | 1,336.59 | 0.00 | 0.00 | 6,163.41 |
| 50E210 2550 2130 00 210000 | ROE Pre K Trans FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E470 2550 2130 00 470000 | 21st Century FICA | 125.00 | 122.64 | 509.60 | 0.00 | 0.00 | -384.60 |
| 50E500 2550 2130 00 500000 | Title I Summer School FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2550 2130 00 510000 | Prek Trans FICA | 8.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8.00 |
| 50E610 2550 2130 00 610000 | Trans Voc Ed FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E620 2550 2130 00 620000 | Trans Spec Ed FICA | 4,000.00 | 496.02 | 1,325.48 | 0.00 | 0.00 | 2,674.52 |
| 50E070 2550 2140 00 000000 | 21st Century Trans Med | 75.00 | 0.55 | 0.55 | 0.00 | 0.00 | 74.45 |
| 50E080 2550 2140 00 000000 | Trans Medicare | 800.00 | 151.32 | 516.13 | 0.00 | 0.00 | 283.87 |
| 50E080 2550 2140 61 000000 | Trans Reg Driv Med | 5,000.00 | 547.35 | 1,822.47 | 0.00 | 0.00 | 3,177.53 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E080 2550 2140 70 000000 | Trans Sec Med | 3,000.00 | 139.20 | 660.11 | 0.00 | 0.00 | 2,339.89 |
| 50E100 2550 2140 00 100000 | Summer School MED | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E110 2550 2140 00 110000 | PreK Trans Med | 1,000.00 | 120.06 | 312.61 | 0.00 | 0.00 | 687.39 |
| 50E470 2550 2140 00 470000 | 21st Century Trans Med | 100.00 | 28.71 | 119.21 | 0.00 | 0.00 | -19.21 |
| 50E500 2550 2140 00 500000 | Title I Summer School Tran Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2550 2140 00 510000 | Prek Tran Med | 2.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.00 |
| 50E610 2550 2140 00 610000 | Trans Voc Ed Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E620 2550 2140 00 620000 | Trans Spec Ed Med | 1,000.00 | 116.02 | 309.99 | 0.00 | 0.00 | 690.01 |
| 50E--- 2550 2--- -- ------ | | 225,422.00 | 14,272.45 | 49,808.29 | 0.00 | 0.00 | 175,613.71 |
| 50E510 2551 2130 00 510000 | PreK Trans FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 2551 2140 00 510000 | Prek Trans Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 2551 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 2560 2120 00 000000 | 21st Century Food Serv IMRF | 250.00 | 127.25 | 183.23 | 0.00 | 0.00 | 66.77 |
| 50E420 2560 2120 00 420000 | Food Service IMRF | 73,262.00 | 3,459.63 | 15,789.35 | 0.00 | 0.00 | 57,472.65 |
| 50E460 2560 2120 00 460000 | Summer Food Prog IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E470 2560 2120 00 470000 | 21st Century Food Serv IMRF | 250.00 | 0.00 | 99.02 | 0.00 | 0.00 | 150.98 |
| 50E070 2560 2130 00 000000 | 21st Century Food Serv FICA | 300.00 | 65.45 | 94.35 | 0.00 | 0.00 | 205.65 |
| 50E420 2560 2130 00 420000 | Food Service FICA | 19,000.00 | 1,995.19 | 8,338.76 | 0.00 | 0.00 | 10,661.24 |
| 50E440 2560 2130 00 440000 | Healthier US FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E460 2560 2130 00 460000 | Summer Food Prog FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E470 2560 2130 00 470000 | 21st Century Food Serv FICA | 150.00 | 0.00 | 51.35 | 0.00 | 0.00 | 98.65 |
| 50E070 2560 2140 00 000000 | 21st Century Food Serv Med | 50.00 | 15.31 | 22.07 | 0.00 | 0.00 | 27.93 |
| 50E420 2560 2140 00 420000 | Food Serv Med | 5,000.00 | 466.66 | 1,950.30 | 0.00 | 0.00 | 3,049.70 |
| 50E440 2560 2140 00 440000 | Healthier US Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E460 2560 2140 00 460000 | Summer Food Prog Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E470 2560 2140 00 470000 | 21st Century Food Serv Med | 50.00 | 0.00 | 12.01 | 0.00 | 0.00 | 37.99 |
| 50E--- 2560 2--- -- ------ | | 98,312.00 | 6,129.49 | 26,540.44 | 0.00 | 0.00 | 71,771.56 |
| 50E--- 25-- ---- -- ------ | | 555,984.00 | 33,727.72 | 139,586.37 | 0.00 | 0.00 | 416,397.63 |
| 50E070 2620 2120 00 000000 | 21st Century P/D IMRF | 125.00 | 0.00 | 0.00 | 0.00 | 0.00 | 125.00 |
| 50E470 2620 2120 00 470000 | 21st Century Eval IMRF | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 50E010 2620 2130 00 000000 | Plan/Research FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 2620 2130 00 000000 | 21st Century P/D FICA | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E470 2620 2130 00 470000 | 21st Century Eval FICA | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E010 2620 2140 00 000000 | Plan/Research Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 2620 2140 00 000000 | 21st Century Plan/Research Med | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E470 2620 2140 00 470000 | 21st Century Plan/Research Med | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E--- 2620 2--- -- ------ | | 725.00 | 0.00 | 0.00 | 0.00 | 0.00 | 725.00 |
| 50E010 2660 2120 00 000000 | District Comp Tech IMRF | 14,400.00 | 1,466.28 | 7,614.98 | 0.00 | 0.00 | 6,785.02 |
| 50E010 2660 2130 00 000000 | District Comp Tech FICA | 5,000.00 | 638.84 | 3,405.28 | 0.00 | 0.00 | 1,594.72 |
| 50E010 2660 2140 00 000000 | District Comp Tech Medicare | 2,500.00 | 149.40 | 969.39 | 0.00 | 0.00 | 1,530.61 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E--- 2660 2--- -- ------ | | 21,900.00 | 2,254.52 | 11,989.65 | 0.00 | 0.00 | 9,910.35 |
| 50E--- 26-- ---- -- ------ | | 22,625.00 | 2,254.52 | 11,989.65 | 0.00 | 0.00 | 10,635.35 |
| 50E070 2900 2120 00 000000 | 21st Century IMRF | 500.00 | 191.47 | 235.62 | 0.00 | 0.00 | 264.38 |
| 50E470 2900 2120 00 470000 | 21st Century Other IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E070 2900 2130 00 000000 | 21st Century FICA | 250.00 | 99.86 | 122.63 | 0.00 | 0.00 | 127.37 |
| 50E470 2900 2130 00 470000 | 21st Century Other FICA | 600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| 50E070 2900 2140 00 000000 | 21st Century Med | 275.00 | 67.63 | 117.98 | 0.00 | 0.00 | 157.02 |
| 50E470 2900 2140 00 470000 | 21st Century Med | 100.00 | 0.00 | 70.55 | 0.00 | 0.00 | 29.45 |
| 50E--- 2900 2--- -- ------ | | 1,725.00 | 358.96 | 546.78 | 0.00 | 0.00 | 1,178.22 |
| 50E--- 29-- ---- -- ------ | | 1,725.00 | 358.96 | 546.78 | 0.00 | 0.00 | 1,178.22 |
| 50E070 3000 2120 00 000000 | 21st Century Comm Serv IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E100 3000 2120 00 100000 | Title I Pnt Inl Sec IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E110 3000 2120 00 110000 | Pre K Babysit IMRF | 8,500.00 | 0.00 | 2,282.64 | 0.00 | 0.00 | 6,217.36 |
| 50E470 3000 2120 00 470000 | 21st Century Comm Serv IMRF | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E500 3000 2120 00 500000 | Title I Pnt Inl IMRF Pr | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 3000 2120 00 510000 | PreK 0-3 Comm Serv IMRF | 1,609.00 | 347.87 | 1,942.72 | 0.00 | 0.00 | -333.72 |
| 50E070 3000 2130 00 000000 | 21st Century Comm Serv FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E100 3000 2130 00 100000 | Title I Pnt Inl Sec FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E110 3000 2130 00 110000 | Pre K FICA | 5,000.00 | 0.00 | 1,161.10 | 0.00 | 0.00 | 3,838.90 |
| 50E470 3000 2130 00 470000 | 21st Century Comm Serv FICA | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 50E500 3000 2130 00 500000 | Title I Pnt Inl FICA Pr | 0.00 | 0.00 | 13.02 | 0.00 | 0.00 | -13.02 |
| 50E510 3000 2130 00 510000 | PreK 0-3 FICA | 992.00 | 213.66 | 1,024.07 | 0.00 | 0.00 | -32.07 |
| 50E070 3000 2140 00 000000 | 21st Century Comm Serv Med | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E100 3000 2140 00 100000 | Title I Pnt Inl Medicare | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 50E110 3000 2140 00 110000 | PreK 0-3 Teach Medicare | 3,000.00 | 0.00 | 531.29 | 0.00 | 0.00 | 2,468.71 |
| 50E470 3000 2140 00 470000 | 21st Century Comm Serv Med | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50E500 3000 2140 00 500000 | Title I Prnt Inv Med Pr | 0.00 | 0.00 | 3.05 | 0.00 | 0.00 | -3.05 |
| 50E510 3000 2140 00 510000 | PreK 0-3 Medicare Prior | 561.00 | 231.18 | 685.33 | 0.00 | 0.00 | -124.33 |
| 50E--- 3000 2--- -- ------ | | 20,362.00 | 792.71 | 7,643.22 | 0.00 | 0.00 | 12,718.78 |
| 50E110 3001 2140 00 110000 | PreK 3-5 Teach Medicare | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E510 3001 2140 00 510000 | PreK 3-5 Medicare Prior | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E--- 3001 2--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E110 3002 2120 00 110000 | PreK Blk Com Serv IMRF | 150.00 | 0.00 | 59.56 | 0.00 | 0.00 | 90.44 |
| 50E510 3002 2120 00 510000 | PreK Com Serv IMRF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E110 3002 2130 00 110000 | PreK Blk Comm Serv FICA | 100.00 | 0.00 | 31.64 | 0.00 | 0.00 | 68.36 |
| 50E510 3002 2130 00 510000 | PreK Com Serv FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50E110 3002 2140 00 110000 | PreK Comm Serv Med | 500.00 | 0.00 | 106.99 | 0.00 | 0.00 | 393.01 |
| 50E510 3002 2140 00 510000 | PreK Comm Serv Med Prior | 44.00 | 29.16 | 106.92 | 0.00 | 0.00 | -62.92 |
| 50E--- 3002 2--- -- ------ | | 794.00 | 29.16 | 305.11 | 0.00 | 0.00 | 488.89 |
| 50E--- 30-- ---- -- ------ | | 21,156.00 | 821.87 | 7,948.33 | 0.00 | 0.00 | 13,207.67 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 50E100 3700 2130 00 100000 | Title I St Joe Tut FICA | 500.00 | 0.00 | 72.85 | 0.00 | 0.00 | 427.15 |
| 50E340 3700 2130 00 340000 | ESSER St Joe FICA | 300.00 | 0.00 | 29.76 | 0.00 | 0.00 | 270.24 |
| 50E500 3700 2130 00 500000 | Title I St Joe FICA | 0.00 | 96.72 | 96.72 | 0.00 | 0.00 | -96.72 |
| 50E530 3700 2130 00 530000 | Title II St Joe FICA | 0.00 | 5.58 | 274.97 | 0.00 | 0.00 | -274.97 |
| 50E100 3700 2140 00 100000 | Title I St Joe Med | 0.00 | 0.00 | 17.05 | 0.00 | 0.00 | -17.05 |
| 50E150 3700 2140 00 150000 | SESE Flow Thru St Joe Med | 325.00 | 0.00 | 0.00 | 0.00 | 0.00 | 325.00 |
| 50E340 3700 2140 00 340000 | ESSER St Joe Medicare | 100.00 | 0.00 | 6.97 | 0.00 | 0.00 | 93.03 |
| 50E500 3700 2140 00 500000 | Title I St Joe Med | 0.00 | 22.62 | 22.62 | 0.00 | 0.00 | -22.62 |
| 50E530 3700 2140 00 530000 | Title II St Joe Med | 100.00 | 1.31 | 64.38 | 0.00 | 0.00 | 35.62 |
| 50E--- 3700 2--- -- ------ | | 1,325.00 | 126.23 | 585.32 | 0.00 | 0.00 | 739.68 |
| 50E--- 37-- ---- -- ------ | | 1,325.00 | 126.23 | 585.32 | 0.00 | 0.00 | 739.68 |
| 5-E--- ---- ---- -- ------ | | 1,622,919.00 | 79,201.10 | 346,196.40 | 0.00 | 0.00 | 1,276,722.60 |
| 60E010 2530 3190 00 000000 | Site Construction Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60E--- 2530 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60E010 2530 4100 00 000000 | Site & Construction supplies | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60E--- 2530 4--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60E010 2530 5310 00 000000 | Building Improvement Perm | 100,000.00 | 0.00 | 7,891.00 | 0.00 | 1.00 | 92,108.00 |
| 60E--- 2530 5--- -- ------ | | 100,000.00 | 0.00 | 7,891.00 | 0.00 | 1.00 | 92,108.00 |
| 60E--- 25-- ---- -- ------ | | 100,000.00 | 0.00 | 7,891.00 | 0.00 | 1.00 | 92,108.00 |
| 60E010 4100 6620 00 000000 | Payback of State Funds | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60E--- 4100 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60E--- 41-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6-E--- ---- ---- -- ------ | | 100,000.00 | 0.00 | 7,891.00 | 0.00 | 1.00 | 92,108.00 |
| 80E320 1100 1100 00 320000 | Tort Regular Salaries | 528,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 528,000.00 |
| 80E--- 1100 1--- -- ------ | | 528,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 528,000.00 |
| 80E--- 11-- ---- -- ------ | | 528,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 528,000.00 |
| 80E320 1220 1100 00 320000 | Tort Spec Ed Salaries | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 1220 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 12-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 1400 1100 00 320000 | Tort Voc Salaries | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 80E--- 1400 1--- -- ------ | | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 80E--- 14-- ---- -- ------ | | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 80E320 2190 1110 00 320000 | Tort Supervision Sal | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 80E--- 2190 1--- -- ------ | | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 80E--- 21-- ---- -- ------ | | 75,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 80E320 2362 3800 00 320000 | Work Comp Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 2362 3900 00 320000 | Direct pay for W/C visits | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2362 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 2363 3800 00 320000 | Unemployment Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2363 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| 80E320 2364 3800 00 320000 | Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2364 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 2365 3190 00 320000 | Bush/Nav/ISCOR/Alice/SRO/Lega | 328,077.00 | 16,092.41 | 53,682.87 | 0.00 | 14.00 | 274,380.13 |
| 80E320 2365 3800 00 320000 | Tort WC Ins and all other ins | 333,603.00 | 0.00 | 260,570.97 | 0.00 | 1.00 | 73,031.03 |
| 80E320 2365 3810 00 320000 | Unemployment Ins | 15,816.00 | 0.00 | 0.00 | 0.00 | 0.00 | 15,816.00 |
| 80E--- 2365 3--- -- ------ | | 677,496.00 | 16,092.41 | 314,253.84 | 0.00 | 15.00 | 363,227.16 |
| 80E320 2366 6500 00 320000 | Judgement/Settlement | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2366 6--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 2367 1100 00 320000 | Tort Salaries | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2367 1--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 2367 3190 00 320000 | Bushue/AT/Nav/ISCORP/Alice/SRO | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | -3,000.00 |
| 80E--- 2367 3--- -- ------ | | 0.00 | 0.00 | 3,000.00 | 0.00 | 0.00 | -3,000.00 |
| 80E320 2369 3800 00 320000 | Legal Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2369 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E320 2372 3800 00 320000 | Vehicle Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 2372 3--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 80E--- 23-- ---- -- ------ | | 677,496.00 | 16,092.41 | 317,253.84 | 0.00 | 15.00 | 360,227.16 |
| 80E320 2540 1110 00 320000 | Tort Custodian Salaries | 169,758.00 | 0.00 | 0.00 | 0.00 | 0.00 | 169,758.00 |
| 80E--- 2540 1--- -- ------ | | 169,758.00 | 0.00 | 0.00 | 0.00 | 0.00 | 169,758.00 |
| 80E320 2560 1110 00 320000 | Tort Food Serv Salaries | 42,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 42,000.00 |
| 80E--- 2560 1--- -- ------ | | 42,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 42,000.00 |
| 80E--- 25-- ---- -- ------ | | 211,758.00 | 0.00 | 0.00 | 0.00 | 0.00 | 211,758.00 |
| 8-E--- ---- ---- -- ------ | | 1,567,254.00 | 16,092.41 | 317,253.84 | 0.00 | 15.00 | 1,249,985.16 |
| 90E370 2530 3100 00 370000 | L/S MS Contractors | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90E370 2530 3160 00 370000 | L/S MS Arch Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90E010 2530 3190 00 000000 | L/S Purchases Services | 140,000.00 | 1,149.66 | 91,987.86 | 0.00 | 7.00 | 48,005.14 |
| 90E370 2530 3190 00 370000 | L/S MS Oth Pur Serv | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90E010 2530 3240 00 000000 | L/S Contractor Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90E--- 2530 3--- -- ------ | | 140,000.00 | 1,149.66 | 91,987.86 | 0.00 | 7.00 | 48,005.14 |
| 90E010 2530 4100 00 000000 | L/S Supplies | 5,000.00 | 169.00 | 861.50 | 0.00 | 1,320.00 | 2,818.50 |
| 90E--- 2530 4--- -- ------ | | 5,000.00 | 169.00 | 861.50 | 0.00 | 1,320.00 | 2,818.50 |
| 90E010 2530 5500 00 000000 | L/S Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90E--- 2530 5--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90E--- 25-- ---- -- ------ | | 145,000.00 | 1,318.66 | 92,849.36 | 0.00 | 1,327.00 | 50,823.64 |
| 95E010 2500 0000 00 000000 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 95E--- 2500 0--- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 95E--- 25-- ---- -- ------ | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9-E--- ---- ---- -- ------ | | 145,000.00 | 1,318.66 | 92,849.36 | 0.00 | 1,327.00 | 50,823.64 |
| --E--- ---- ---- -- ------ | | 30,539,958.00 | 3,741,335.81 | 12,336,936.37 | 57,769.54 | 2,000,081.70 | 16,145,170.39 |

| FDTLOC FUNC OBJ SJ | Account Level Description | 2021-22 Budget | November 2021-22 Monthly Activity | 2021-22 FYTD Activity | 2021-22 Batch Activity | Encumbered Amount | 2021-22 Available Funds |
|---|---|---|---|---|---|---|---|
| Grand Revenue Totals | | 31,362,652.00 | 2,386,177.08 | 17,777,847.75 | 0.00 | 0.00 | 13,584,804.25 |
| Grand Expense Totals | | 30,539,958.00 | 3,741,335.81 | 12,336,936.37 | 57,769.54 | 2,000,081.70 | 16,145,170.39 |
| Grand Totals | | 822,694.00 | 1,355,158.73 | 5,440,911.38 | 57,769.54 | 2,000,081.70 | 2,560,366.14 |
| | | Profit | Loss | Profit | Loss | Loss | Loss |

**Number of Accounts:** 2297



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

**Richland County Community Unit #1**
**Certificates of Deposit**

| Date Invested | EOM Total | Date Due | APY Rate | Monthy Interest | |
|---|---|---|---|---|---|
| 11/26/21 | 7,250,000.00 | 12/23/21 | 0.01% | 37.66 | |
| 11/18/21 | 4,900,000.00 | 12/16/21 | 0.01% | 57.48 | |
| 11/12/21 | 700,000.00 | 12/09/21 | 0.01% | | |
| *CDARS | | | | | |
| | | | | | |
| **Total** | 12,850,000.00 | | | 95.14 | Interest |

**1% Sales Tax**

**FY 2019**

| Month Earned | Date Rcvd | 1% Sales Tax | Running Total |
|---|---|---|---|
| Jul-18 | Oct-18 | 101,041.55 | 101,041.55 |
| Aug-18 | Nov-18 | 126,386.96 | 227,428.51 |
| Sep-18 | Dec-18 | 111,016.23 | 338,444.74 |
| Oct-18 | Jan-19 | 112,226.24 | 450,670.98 |
| Nov-18 | Feb-19 | 113,308.88 | 563,979.86 |
| Dec-18 | Mar-19 | 119,079.73 | 683,059.59 |
| Jan-19 | Apr-19 | 89,472.58 | 772,532.17 |
| Feb-19 | May-19 | 87,504.12 | 860,036.29 |
| Mar-19 | Jun-19 | 106,035.53 | 966,071.82 |
| Apr-19 | Jul-19 | 108,168.52 | 1,074,240.34 |
| May-19 | Aug-19 | 111,535.35 | 1,185,775.69 |
| Jun-19 | Sep-19 | 113,928.45 | 1,299,704.14 |

**FY 2020**

| Month Earned | Date Rcvd | 1% Sales Tax | Running Total |
|---|---|---|---|
| Jul-19 | Oct-19 | 107,430.15 | 107,430.15 |
| Aug-19 | Nov-19 | 106,243.79 | 213,673.94 |
| Sep-19 | Dec-19 | 105,609.04 | 319,282.98 |
| Oct-19 | Jan-20 | 109,937.97 | 429,220.95 |
| Nov-19 | Feb-20 | 107,184.55 | 536,405.50 |
| Dec-19 | Mar-20 | 119,950.89 | 656,356.39 |
| Jan-20 | Apr-20 | 92,802.02 | 749,158.41 |
| Feb-20 | May-20 | 83,533.71 | 832,692.12 |
| Mar-20 | Jun-20 | 95,636.77 | 928,328.89 |
| Apr-20 | Jul-20 | 104,688.17 | 1,033,017.06 |
| May-20 | Aug-20 | 116,066.20 | 1,149,083.26 |
| Jun-20 | Sep-20 | 119,945.69 | 1,269,028.95 |

**FY 2021**

| Month Earned | Date Rcvd | 1% Sales Tax | Running Total | |
|---|---|---|---|---|
| Jul-20 | Oct-20 | 109,148.91 | 109,148.91 | |
| Aug-20 | Nov-20 | 106,834.64 | 215,983.55 | |
| Sep-20 | Dec-20 | 111,730.32 | 327,713.87 | |
| Oct-20 | Jan-21 | 112,797.75 | 440,511.62 | 1st Jasper Co |
| Nov-20 | Feb-21 | 108,456.75 | 548,968.37 | |
| Dec-20 | Mar-21 | 128,494.78 | 677,463.15 | |
| Jan-21 | Apr-21 | 117,318.53 | 794,781.68 | |
| Feb-21 | May-21 | 100,894.34 | 895,676.02 | |
| Mar-21 | Jun-21 | 151,720.13 | 1,047,396.15 | |
| Apr-21 | Jul-21 | 137,899.08 | 1,185,295.23 | |
| May-21 | Aug-21 | 141,386.88 | 1,326,682.11 | |
| Jun-21 | Sep-21 | 146,876.31 | 1,473,558.42 | |

**FY 2022**

| Month Earned | Date Rcvd | 1% Sales Tax | Running Total |
|---|---|---|---|
| Jul-21 | Oct-21 | 130,971.98 | 130,971.98 |
| Aug-21 | Nov-21 | 139,607.27 | 270,579.25 |
| Sep-21 | Dec-21 | | 270,579.25 |
| Oct-21 | Jan-22 | | 270,579.25 |
| Nov-21 | Feb-22 | | 270,579.25 |
| Dec-21 | Mar-22 | | 270,579.25 |
| Jan-22 | Apr-22 | | 270,579.25 |
| Feb-22 | May-22 | | 270,579.25 |
| Mar-22 | Jun-22 | | 270,579.25 |
| Apr-22 | Jul-22 | | 270,579.25 |
| May-22 | Aug-22 | | 270,579.25 |
| Jun-22 | Sep-22 | | 270,579.25 |

**Richland County Community Unit #1**
**Certificates of Deposit**

# Richland County Community Unit School District #1
## State Money Pending

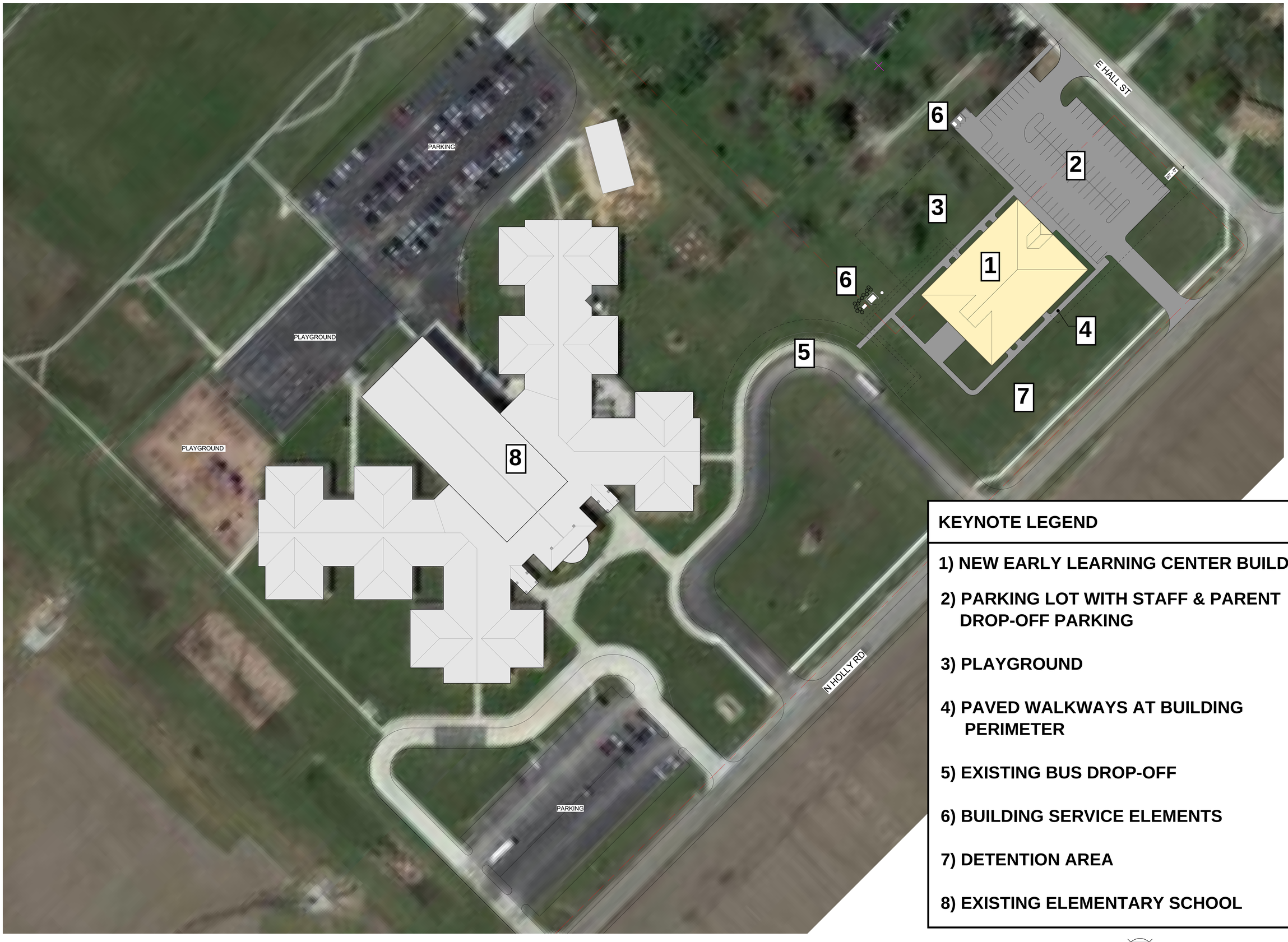
**FY21**

| Program | | Date of Voucher |
|---|---|---|
| St Aide-3001 | $ 472,236.00 | 11/5/2021 |
| Special Ed Priv Facility-3100 * | | |
| Special Ed Personnel-3110 * | | |
| Special Ed X-Ordinary-3105 * | | |
| Special Ed Orphan -3120 | | |
| Special Ed Summer School -3145 | | |
| Ag Ed-3235 | | |
| State Lunch/Breakfast-3360 | $ - | |
| Driver's Ed-3370 | $ 16,168.36 | 6/16/21 9/24/21 |
| Transportation Regular-3500 * | | |
| Transportation Spec Ed-3510 * | | |
| TAOEP 3695 | | |
| Early Childhood-3705 | | |
| Fine Arts Grant-3962 | | |
| Other State -PSAT 3999 | | |
| Federal Lunch 4210 | | |
| Federal Milk 4215 | | |
| Federal Bfast 4220 | | |
| Federal Summer Lunch 4225 | | |
| Title II - 4932 | | |
| Title I - 4300 | | |
| Title I S & A 4331 | | |
| Title IV 4400 | | |
| 21st Century - 4421 | | |
| SESE PREK Flow Thru 4600 | | |
| SESE Flow Thru 4620 | | |
| Fed Room/Board 4625 | | |
| Rural Ed Grant-4107 | | |
| Other Fed Program/ESSER- 4998 | | |
| Other Fed Program/DIGITAL 4999 | | |
| | | |
| * is M-CATS (Mandated Catagoricals-Qtrly) | | |
| | | |
| **Grand Total ** | **$ 488,404.36** | **$488,404.36** |
| 12/14/2021 | | |
| *M-cats | $ - | |

12/15/2021

PRELIMINARY

395




## KEYNOTE LEGEND

1) NEW EARLY LEARNING CENTER BUILDING

2) PARKING LOT WITH STAFF & PARENT DROP-OFF PARKING

3) PLAYGROUND

4) PAVED WALKWAYS AT BUILDING PERIMETER

5) EXISTING BUS DROP-OFF

6) BUILDING SERVICE ELEMENTS

7) DETENTION AREA

8) EXISTING ELEMENTARY SCHOOL

SITE PLAN - AERIAL IMAGE

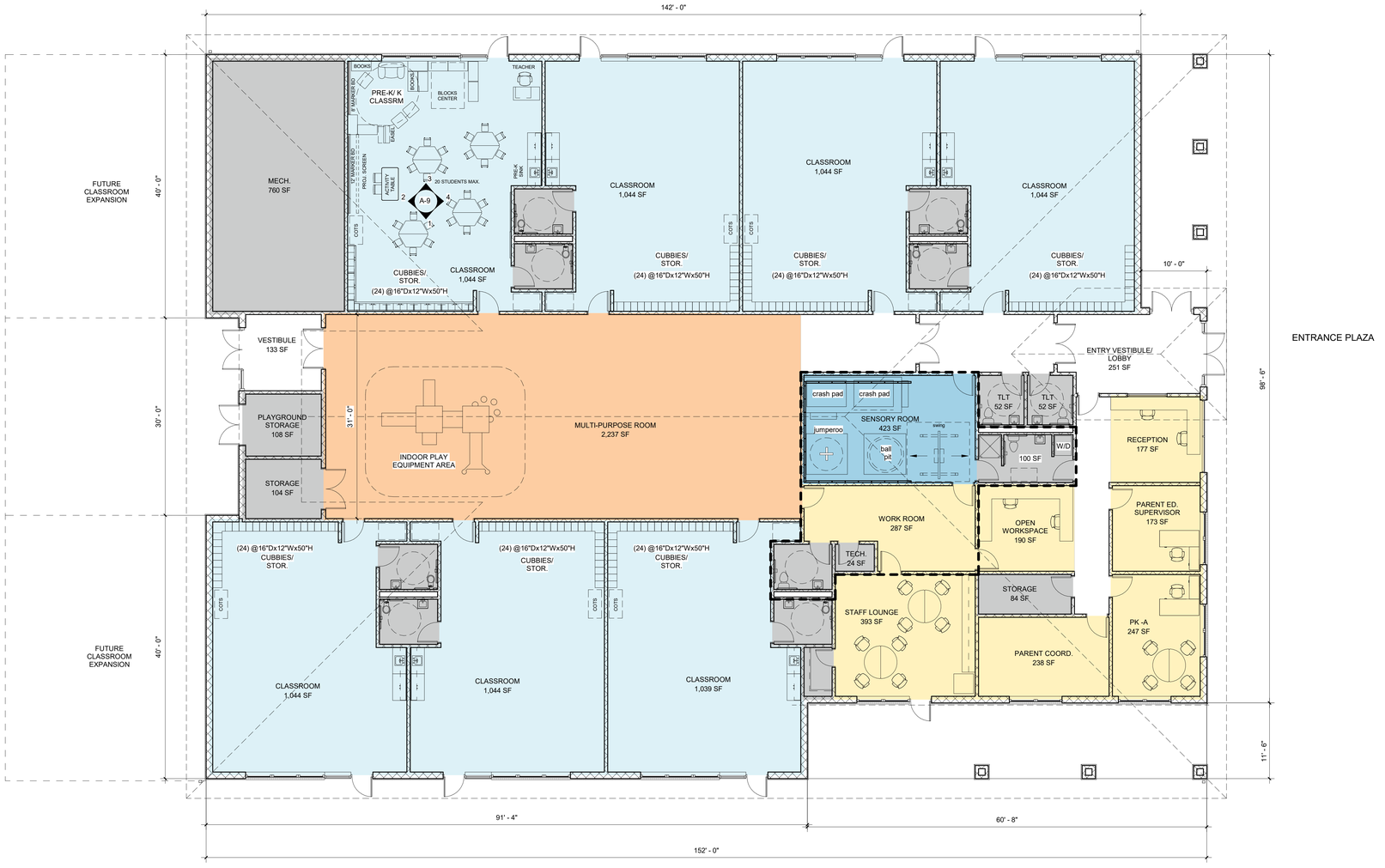
1 SITE PLAN - AERIAL IMAGE
1" = 40'-0"

0' 8' 16' 32' 64'

A-1a RICHLAND CO. CUSD #1 - EARLY LEARNING CENTER

BLDD ARCHITECTS

BLDD Project No. 216EX30.200




**LEGEND**

- Classroom
- Collaboration
- Assembly
- Administration
- Circulation
- Storage & Support

**GROSS BUILDING SQUARE FOOTAGE:**
15,700 SF

1 ENLARGED FLOOR PLAN
1/8" = 1'-0"

0' 4' 8' 16' 32'

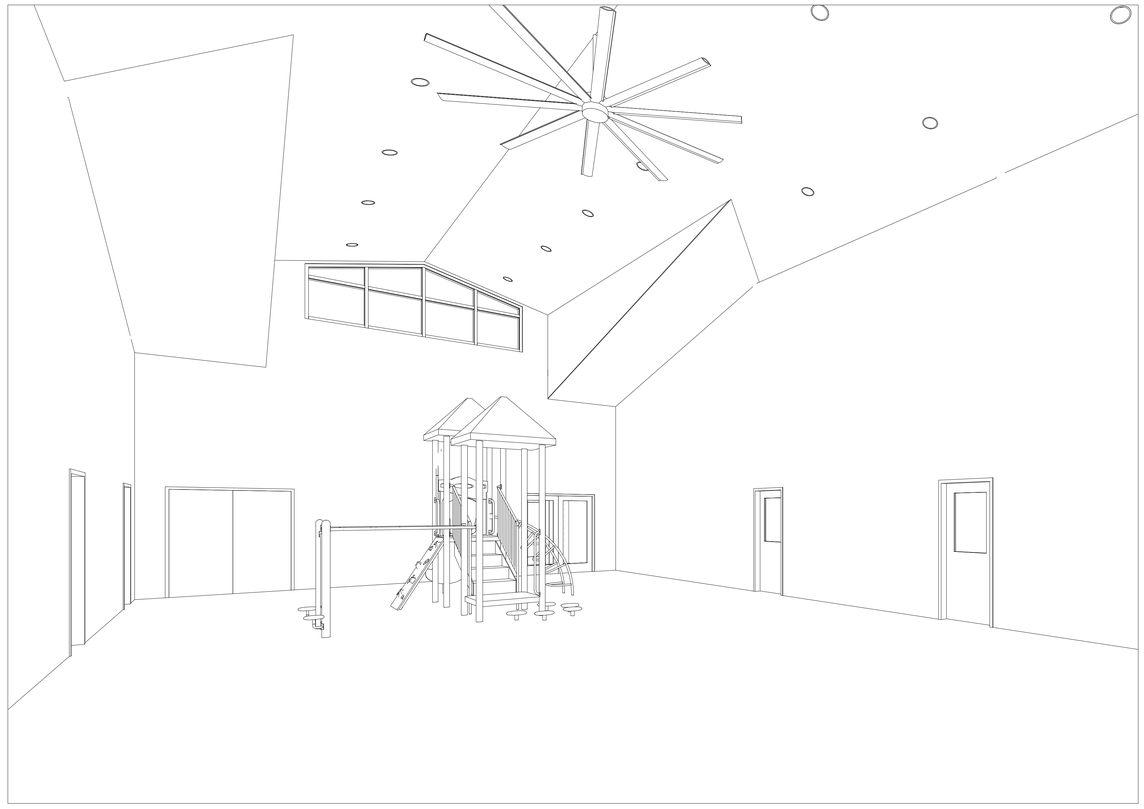
ENLARGED FIRST FLOOR PLAN

A-3 RICHLAND CO. CUSD #1 - EARLY LEARNING CENTER

BLDD ARCHITECTS

BLDD Project No. 216EX30.200

1 ENTRY PERSPECTIVE



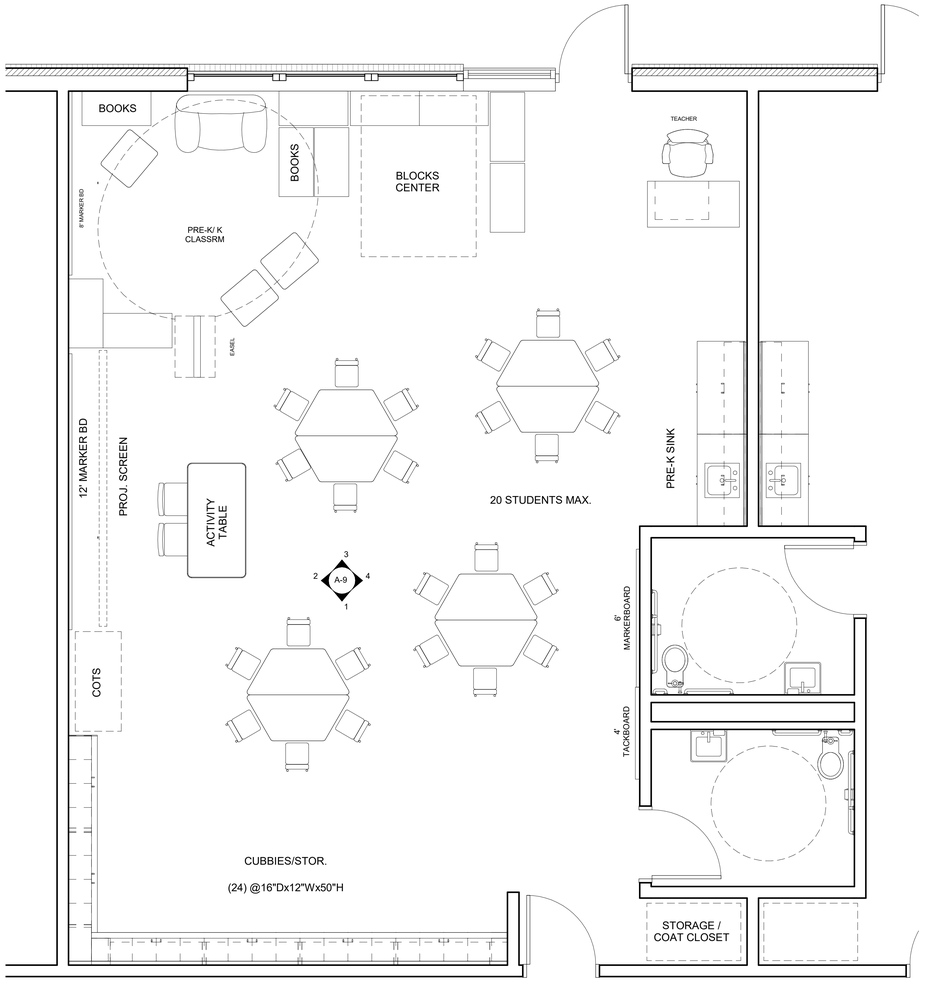
3 MULTI-PURPOSE ROOM 2

PERSPECTIVE VIEWS



BLDD ARCHITECTS

BLDD Project No. 216EX30.200




1 CLASSROOMS - ENLARGED FLOOR PLAN1
3/8" = 1'-0"

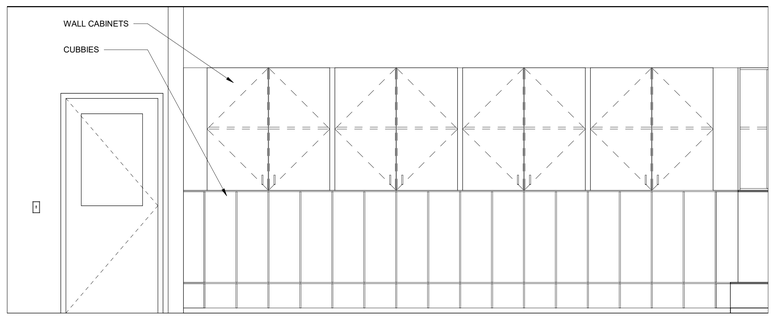
0' 2' 4' 8' 1 6'

CLASSROOMS - ENLARGED PLANS

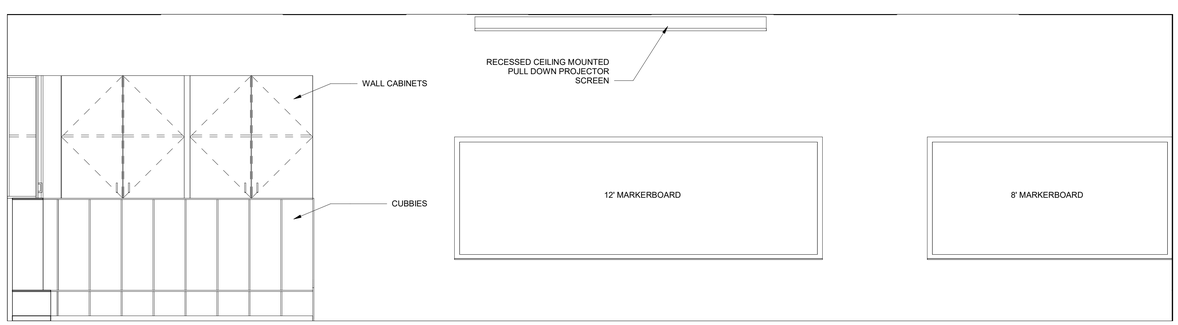
A-8 RICHLAND CO. CUSD #1 - EARLY LEARNING CENTER

BLDD ARCHITECTS

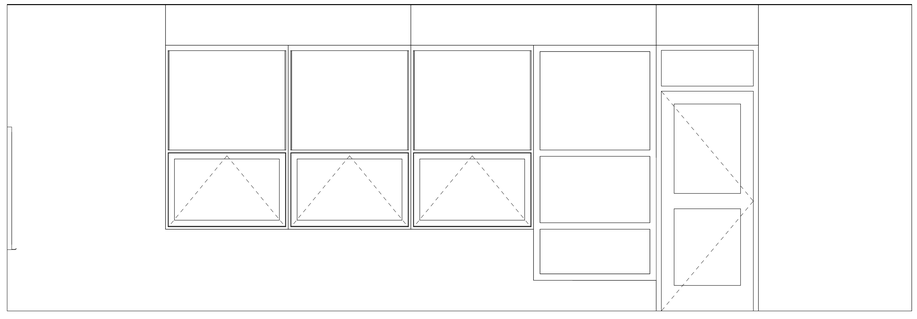
BLDD Project No. 216EX30.200



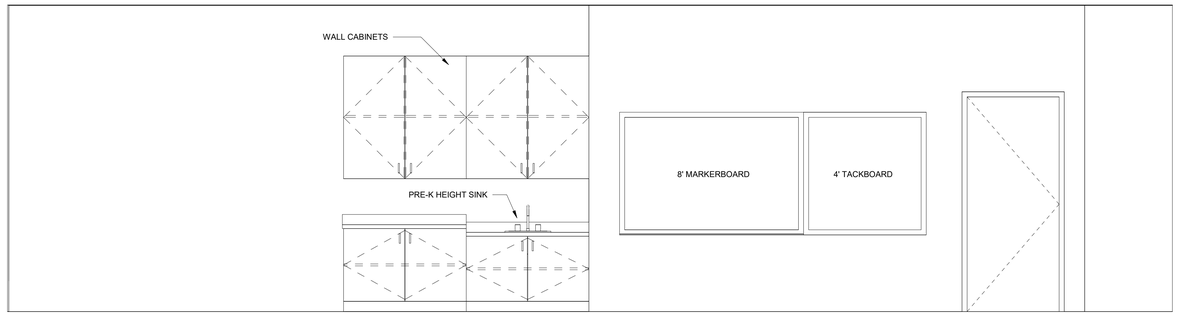

1 CLASSROOM ELEVATION 1
1/2" = 1'-0"



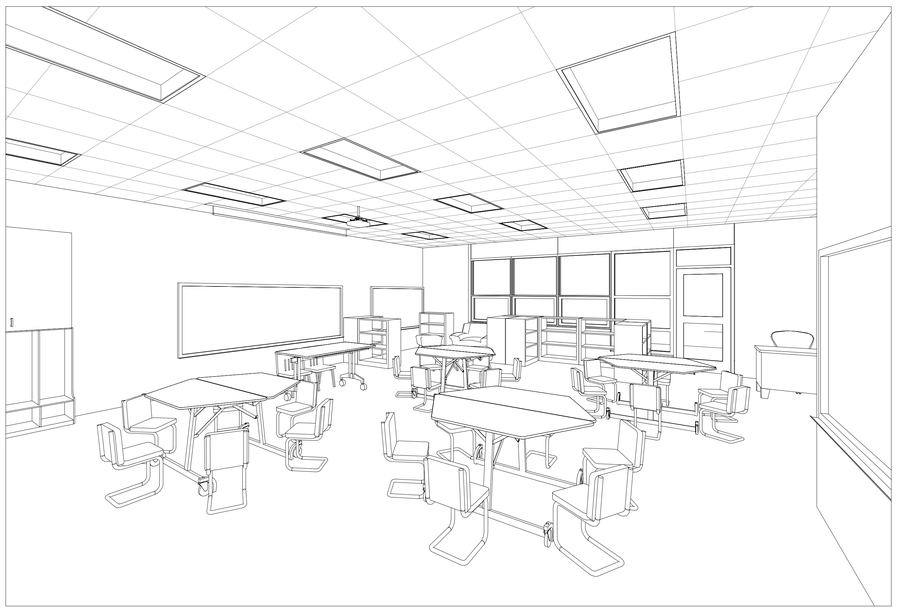

2 CLASSROOM ELEVATION 2
1/2" = 1'-0"



3 CLASSROOM ELEVATION 3
1/2" = 1'-0"




4 CLASSROOM ELEVATION 4
1/2" = 1'-0"



5 CLASSROOM 1

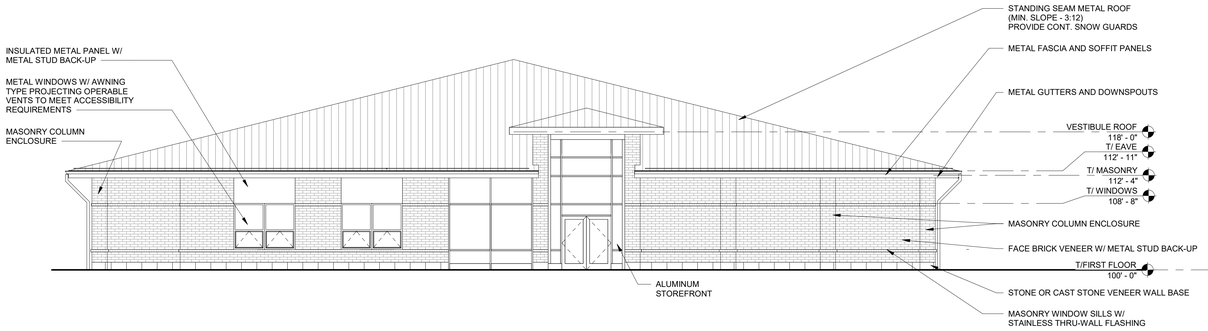
6 CLASSROOM 2

CLASSROOM ELEVATIONS AND PERSPECTIVES

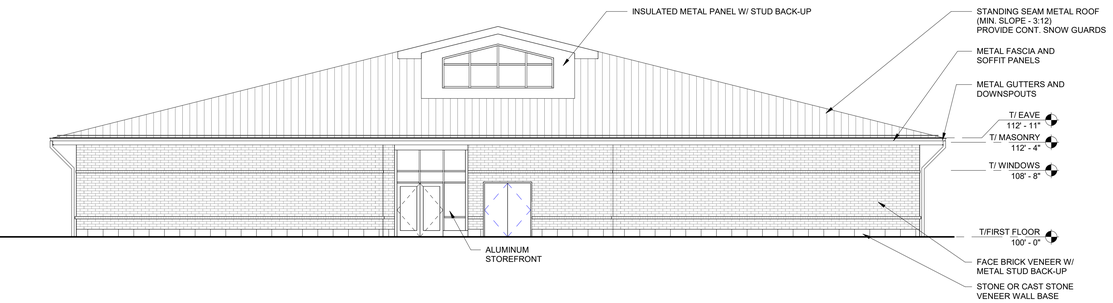
A-9 RICHLAND CO. CUSD #1 - EARLY LEARNING CENTER

BLDD ARCHITECTS

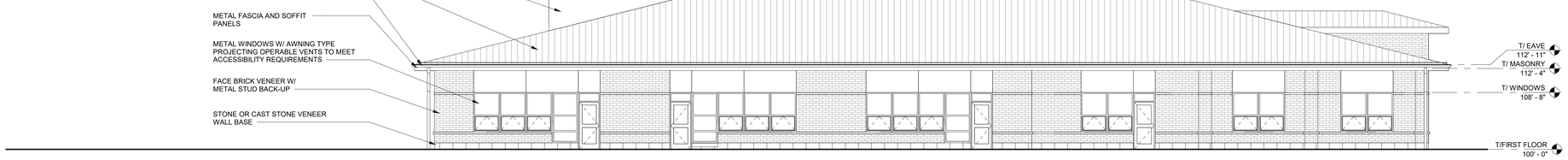
BLDD Project No. 216EX30.200



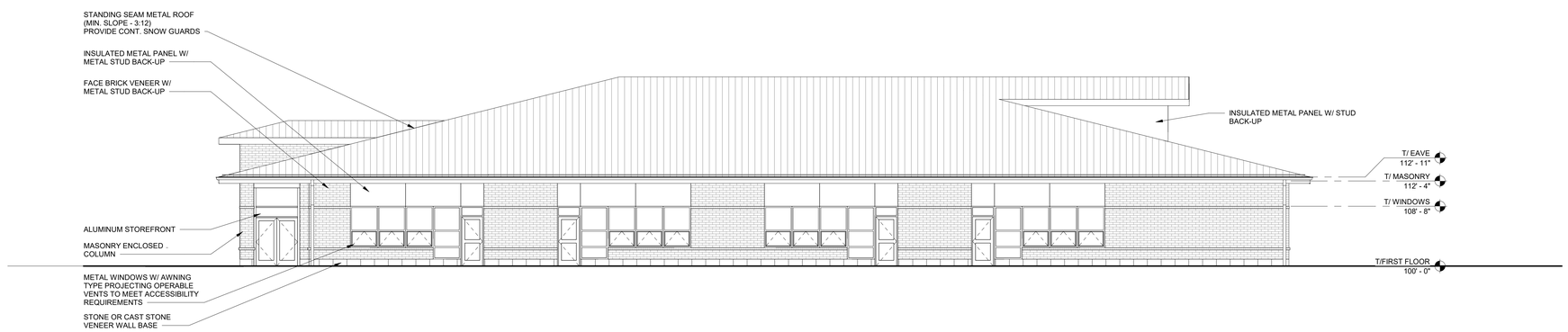

2 NORTH ELEVATION - ENLARGED
1/8" = 1'-0"




3 SOUTH ELEVATION - ENLARGED1
1/8" = 1'-0"




1 EAST ELEVATION - ENLARGED
1/8" = 1'-0"




4 WEST ELEVATION - ENLARGED
1/8" = 1'-0"

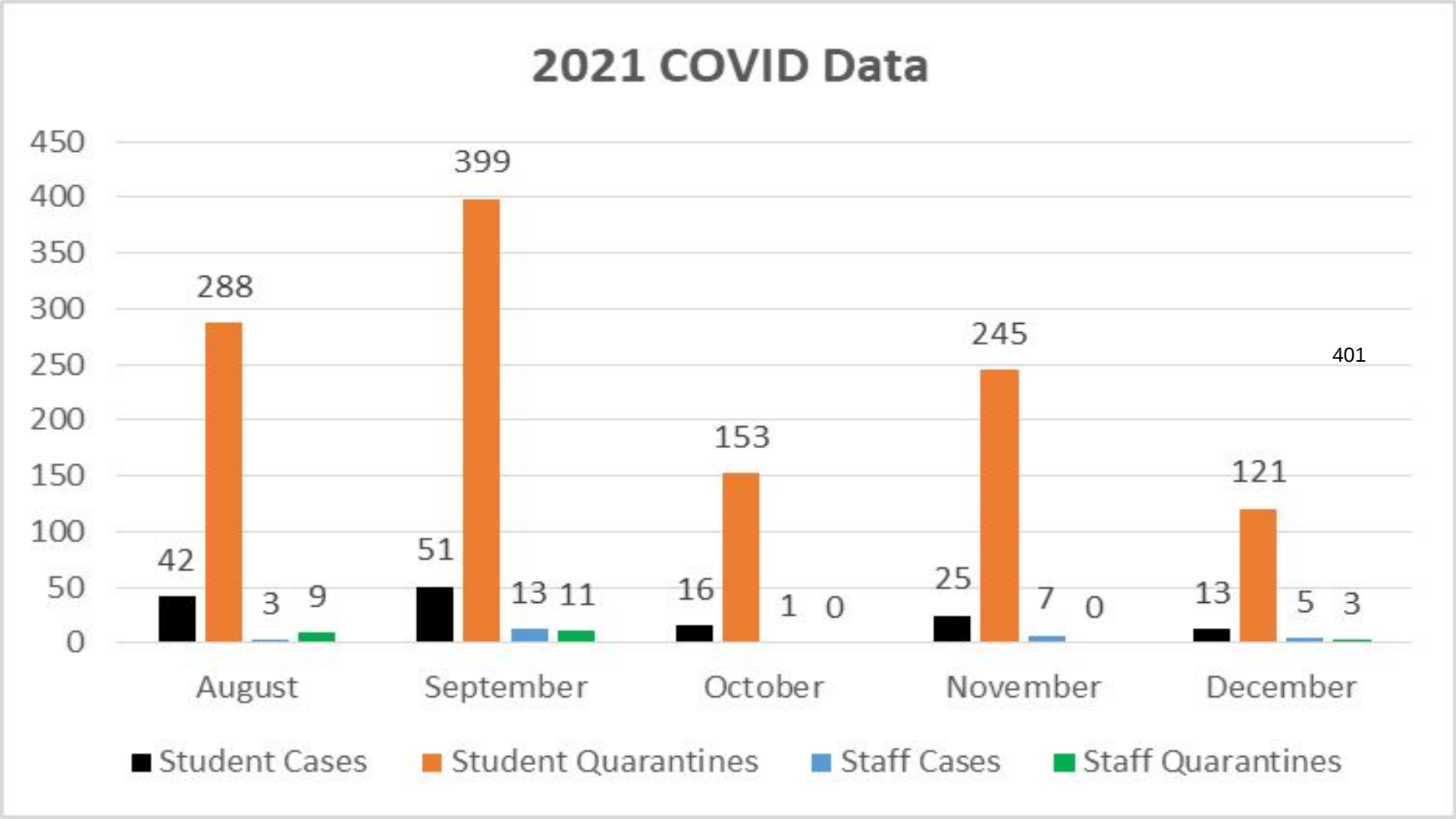
0' 4' 8' 16' 32'

BUILDING ELEVATIONS

# A-11 RICHLAND CO. CUSD #1 - EARLY LEARNING CENTER

BLDD ARCHITECTS

BLDD Project No. 216EX30.200


2021 COVID Data
450
400
350
300
250
200
150
100
50
0
42
288
3
9
51
399
13
11
16
153
1
0
25
245
7
0
13
121
5
3
401
August
September
October
November
December
Student Cases
Student Quarantines
Staff Cases
Staff Quarantines

# Statewide Evaluation
# 21st Century Community Learning Centers in Illinois
# 2020-2021

## Richland County CUSD #1

Project Director: Jennifer Tedford
Site Directors: Kristen Jurgilanis, Neilly Mays, & Holly O'Brien
Outside Evaluator: Mindy Fox, Sonja Music
Superintendent: Chris Simpson

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**Statewide Evaluation**
**ISBE 21st Century Community Learning Center Program**
**Richland County CUSD#1**
**2020-2021**

## I. Grant Information

As part of the FY21 21st Century Community Learning Centers (21stCCLC) Cohort, the Richland County Community Unit School District #1 served students and families who attended the Richland County Middle School and the Richland County Elementary School during the 2020/21 school year through a 21st Century Community Learning Centers Program grant. Grades supported through the program included middle school grades 6-8 and Richland County Elementary grades K-5. The parochial school, St. Joseph's Catholic School, also sends students to the program. The program was offered from September 2020-April 2021, and a six-week summer program was offered in June and July 2021. The district also has a high school (grades 9-12) not served by the grant.

Effective July 1, 2014, the East Richland CUSD#1 annexed in the West Richland CUSD#2 school district, creating a county-wide district for Richland County. July 1, 2015, the new district name legally changed to: Richland County Community Unit School District #1. This also created changes to school building names and 21stCCLC program sites for the 2015/16 school year. The elementary school is now called Richland County Elementary School, the Middle School is now called Richland County Middle School, and the high school is now called Richland County High School. The West Richland Elementary School closed at the end of the 2014/15 school year. Those students now attend the Richland County Elementary School.

21st CCLC sites now include Richland County Elementary School (East & West) and Richland County Middle School.

## II. Overview and History of Program

A 21st Century Community Learning Program was initiated in the fall of 2009 in the East Richland School District with an after school program scheduled from 3:00-6:00 Mondays-Thursdays for the middle school students attending the East Richland Middle School and St. Joseph Parochial School. A nutritious snack and transportation were provided through the East Richland School District. Academics/tutoring/homework help was scheduled until 4:00 each day, and enrichment activities were scheduled for the remainder of the time. It was hoped that funds ($150,000) would support a summer school program, as well. Indeed, funds did stretch to provide a four week summer school program that met Monday-Thursday. Each week included a field trip on Friday for students who had attended regularly throughout the week. The library offered students access to reading material throughout the summer months, and transportation was provided to and from the program Monday-Thursday. The program has grown exponentially since that initial year and now provides services to several students across Kindergarten through Grade Eight.

Assessing, evaluating, and sharing the data collected through the program and each school office is a vital component to improving and sustaining the program. This process began with the meetings and conversations held while writing the grant proposal and continued once grant funds were determined. Meetings were scheduled with staff and the committee including partners, co-applicant representatives, parents, students, and community members. Formal evaluation and data collection has been designed and reported to the Illinois State Board of Education, the Education Development Center, and the RCCU #1 School Board, and administration.

The FY2018 Grant Program Information:

The 2017-2018 21st Century program saw growth in programming and successful implementation of program objectives. Through use of student data collected from 2016-2017, adjustments were made at the elementary level to allow students more choice during enrichment time while continuing with the structured time of daily homework and tutoring. The adjustments and additions allowed for more hands-on learning and STEM activities to be introduced at earlier levels for the elementary students and increased the overall level of student engagement. The elementary programs continued to have stable leadership with nearly all of the previous year staff working with the students again. Community involvement was more difficult to obtain at the elementary level, but improvement plans for the 2018-2019 year included innovative ideas and proposals that were focused on increasing the community piece of the programs.

In 2017-2018, the middle school program continued to face challenges in finding knowledgeable teachers to help with advanced math and science homework. A strength of the program was the number of community members willing to work with students and bring outside resources to the after school program. In addition, another strength for RCMS was the consistency of the leadership and staff as it had remained stable for the year at the middle school level. The middle school program overall continued to be a success for Richland County students grades 6 – 8.

The FY2019 Grant Program Information:

The 2018-2019 21st Century program once again saw growth in programming and implementation of program objectives. Adjustments had been made the prior year at the elementary level to allow students increased opportunity for independent choice during enrichment time while continuing the structured tasks of daily homework and tutoring. Even more successful adjustments were implemented during the 2018-2019 program year for the upper elementary students. Direct hands on learning, music enrichment and STEM activities increased the overall level of student engagement. The elementary programs continued to have stable leadership with nearly all of the previous year staff working with the program again during the 2018-2019 program year. In addition, many of the local high school students, some who have been prior 21st CCLC attendees, began working for the program which in turn provided positive role models for the students.

During the 2018-2019 program year, the middle school program was able to employ certified teachers in the area of math and science that were able to help with advanced math and science homework. With the addition of teachers with specialties in math and science, RCMS saw a renewed interest and level of excitement in those areas. Community partnerships continued to

thrive at RCMS working in collaboration with program administration to bring outside resources into the classrooms.

The FY2020 Grant Program Information:

The 2019-2020 school year started out with new growth in our program objectives. Benefits were seen from the adjustments that had been made the previous years at the elementary level to allow students increased opportunity for independent choice during enrichment time while continuing the structured tasks of daily homework and tutoring. Although the regulations with COVID-19 gave us some unexpected challenges, we ventured into some new territory to increase student engagement focusing more on service learning projects and project based learning. Our program is fortunate that our leadership remains stable. We continued to have most of the previous year staff working with the program again. We have expanded our reach into the community and now have more college students involved and continue to have many of the local high school students, some who have been prior 21st CCLC attendees, now working for the program, as well. This not only provides positive role models for the 21st CCLC students, but helps the high school students to explore the educational career path for their future.

The middle school program was able to retain knowledgeable teachers to help with advanced math and science homework this year. Having a great STEM program at the sixth-eighth grade level has kept the momentum going for students learning in those areas. One of the strengths of the middle school program continues to be the number of community members willing to work with students and bring outside resources to the after school program. In addition, the leadership and staff at the middle school has now established consistency and has developed many positive relationships between administration, both program and school, teachers, staff and students.

The FY2021 Grant Program Information:

The 2020-2021 program year presented many challenges and required flexibility and cooperation. The school district's 21st CCLC program was able to offer in-person programming but with several restrictions. In order to offer in-person programming, 21st CCLC staff established cohorted groups of students based on school day classroom assignments. This was done to minimize exposure to different students and to assist in contact tracing. Further, students were required to stay in their cohorts throughout the program day. Instead of choice for students, students were scheduled on a rotating basis to participate in extension activities such as STEM, library/literacy and cooking. Program staff were encouraged to incorporate activities related to art and music during instructional times after the designated tutoring and/or homework time.

At the middle school, cohorted groups also were maintained but due to the structure of the middle school day, more student choice was available. The middle school was able to offer some virtual programming to students that were attending school virtually however, very few students took advantage of that option.

Overall, the primary focus of the 21st CCLC program for the 2020-2021 was to help address learning loss that occurred due to COVID-19. To further support students' academics, the program offered 6 weeks of summer programming devoted to academics.

Program Goals

The intended outcome of the 21st CCLC program is that students who regularly attend the 21st CCLC programs provided by RCCU#1 will be more successful transitioning into high school and later in life into college or career because of the skills and confidence gained through their participation. By "front-loading" the students and preparing the families for the successes to come, the too often accepted expectations of growing up in poverty will be replaced by self-confidence, planning, and goal setting. The mentoring offered by program, school, and community members for the students and families will make a difference in the lives of this generation and beyond.

Recommended Changes and Impact of COVID-19

Many adjustments had to be made at the elementary and middle school levels. These adjustments allowed students increased opportunity for independent choice during enrichment time while continuing the structured tasks of daily homework and tutoring while following safety precautions due to COVID-19. As mentioned in the previous years, the programs had implemented change for the upper elementary students to allow for more choice and more hands-on learning. That change was successful and the move to more direct hands-on learning, music enrichment and STEM activities had increased the overall level of student engagement.

With COVID-19, the programming had to pull back on some of those activities, however, students were still engaged and still showed growth overall during the year. The elementary programs continue to have stable leadership with many of the previous year staff working with the program again. In addition, many of the local high school and junior college students work for the program which provides younger positive role models for the students.

Although COVID-19 caused several issues for the entire educational system, the school district was able to return to in-person instruction in SY 2020-2021 which in turn allowed the district's 21st Century program to operate in person, as well. The academic programming included homework help continued as normal, but in small cohorts to allow for social distancing and ease of contact tracing. Attendance was less consistent than in previous years due to the program's ability to keep groups in cohorts and quarantining of both staff and students.

One new way the program was able to support and provide safe and fun family activities was to introduce "Drive-Thru" events. The 21st CCLC programs at the elementary school participated in collaboration with other grant funded programs to offer these events 3 times during the school year. In December 2020, the first drive-thru event was held. The focus of the "Winter" event was family engagement and literacy. Community donated bags of groceries were given to each family that participated along with a family game night kit. At the end of the school year, the program offered a "Drive-Thru Science Event." Science experiments were recorded and posted to YouTube and in a drive-thru fashion families were able to obtain and take home kits containing the items needed to complete the science experiments following the demonstrative videos.

One final opportunity for family participation was the end of the summer program family swim event at the local community swimming pool. Families from all three sites were invited to the evening event.

The program continues to make on-going open communication with parents/families a priority and continues to utilize written correspondence with families, but has also moved more towards other modes of communication to stay connected to our families and to keep them informed. Text messaging, emailing, phone calls/messages and social media are all modes of communication being utilized by the program.

## II.A. Evaluation Methods

This report evaluates the 21st Century Community Learning Centers Program for the Richland County CUSD#1 in Richland County, Illinois. The data was collected in cooperation with the school day and 21st CCLC staff. The data and information was then reviewed and evaluated by the Project Director, Jennifer Tedford. The outside evaluators are Mindy Fox, the administrative assistant to the Superintendent and Sonja Music, the local school board secretary. Neither work directly with the 21st CCLC program. The outside evaluators utilize knowledge of the school district to evaluate the program. They may be contacted at the Richland County CUSD #1 618-395-2324, or by email at mfox@rccu1.net and smusic@rccu1.net .

The questions considered necessary were "how can we, as a community and school,
1) collaboratively work with low performing public and private schools;
2) provide students with academic enrichment opportunities, activities designed to complement the students' regular academic programs, in addition to increasing college and career readiness and citizenship readiness skills; and
3) provide these answers within the guidelines and parameters of the IDPH and ISBE recommendations and executive orders with regards to COVID-19."

Identified **resources (Inputs/Assets)** included:

- Human resources and talent (e.g., administrative staff, program staff, parents, tutors, community volunteers, District and School administration, office staff, School Board, etc.)
- Financial support (e.g., State and Federal grant funding and programs, District in-kind support, community volunteers and supplies, collaborative relationships, etc.)
- Organizational tools (e.g., committees, board members, data collection and tracking tools, etc.)
- Community contributions (e.g., partnerships, business volunteers, family/parent educational workshops, etc.)
- Supplies (e.g., equipment, books and materials, etc.)
- In-kind donations (e.g., transportation, food services program organization to provide snacks, meeting space, etc.)

**Activities** included:

- Meetings held to gather input, build excitement, recruit staff and students, more closely examine needs at each site/program and grade level
- Before school program planned and implemented, after school program planned and implemented, summer school program planned and implemented for students in grades K-8 serving four buildings. Snacks and transportation provided.
- Surveys, data collection, and evaluation (formal and informal, quantitative and qualitative)

**Outputs** (those who participated and benefited from its services) participants in the program included:

- Students in grades K-8, from two Richland County schools who are:
    - high poverty,
    - struggle academically,
    - need social-emotional supports,
    - would benefit from exposure to college, career, or citizenship readiness activities,
    - are anticipated to need additional support transitioning to high school/college/careers.
- Parents and families who need support raising families in Richland County's changing economic atmosphere.
- Teachers/Faculty who want to provide more experiences and instruction than the school day allows for students who are falling behind, or need meaningful adult relationships
- Counselors who cannot reach every student during the regular school day
- Principals/Administrators looking for assistance in increasing attendance and test scores
- Community leaders who want to be part of the solution for the families in their community

**Outcomes/Changes** sought through program participants' level of functioning include:

- Attitudes (e.g., increased number of student aspiring to go to college, better self-image and understanding, decreased office referrals)
- Behavior (e.g., increased attendance rates, increased student engagement, more classroom and homework submitted to teachers)
- Knowledge (e.g., a greater awareness of steps to college, higher test scores)
- Skills (e.g., increased understanding and awareness of personal health and wellness, increased number of students performing at grade level in math and language arts/reading)
- Status (e.g., increase number of students attempting new activities, more students enroll in and complete college and career prep classes)

**Impact** (the long-term outcomes might be):

- Increasing the percentage of skilled labor in Richland County
- Closing the student achievement gap
- Increasing health and wellness for Richland County residents

Data collection methods: Program staff work closely with school day office staff to collect the data required to prepare a thorough and complete evaluation that will improve the program in the future. Data collected include, but are not limited to: school day attendance, grades, high stakes test scores, teacher surveys, and behavior/office referrals. In addition to school day information, 21st CCLC staff collect attendance data, free and reduced information, racial/ethnic group information, gender, ELL status, contact information, activities attended, homework/missing assignments from school day, and qualitative and quantitative information that is gathered from periodic student surveys. Parent surveys, sign in sheets, and family activity evaluations are also collected. Teacher input is gathered formally and informally through the use of surveys, staff meetings, and evaluations. Google docs have become an integral part of the data gathering and information sharing process for the 21stCCLC for Richland County. Transportation information is shared between the transportation garage and after school staff. Attendance sheets are shared among site managers, project director, snack staff, and office staff. This real-time information allows staff to know almost immediately how many students are present on any given day and immediately answer parent questions about a student's attendance. In addition, access can be gained from any location with internet access. This is an effective way to submit and access the most up-to-date information.

## III. Program Implementation

### III.A. Students Served

### Recruitment and Retention of Students

Students are identified and selected for participation in the program through a variety of **recruitment** strategies. The Richland County CUSD#1's 21st CCLC recruited those students who were the lowest-achieving and in the most need of academic assistance. Referrals and requests were made by classroom teachers, school administrators, school counselors, parents, community members, agency groups, and the students themselves. Students were accepted into the program due to academic need, social-emotional need, lack of before- and/or after-school supervision, or interest in programs offered. Students referred by classroom teachers with the greatest academic needs were given priority of enrollment to help address the learning loss that occurred due to school closure/remote instruction as a result of COVID-19.

**Retention** strategies were not a focus for the program during the 2020-2021 school year due to COVID-19. Site managers' efforts were placed on securing adequate staff to provide cohorted groups and to develop engaging programming that motivated students to attend while aligning with health and safety mandates.

## Student Enrollment by Site

The data in this section includes Student Enrollment by Site over the reported year(s) of the program.

## Summer Enrollment By Site:

| Site Name: Richland County Elementary - East | Su 19 | Su 20 |
|---|---|---|
| Total Unduplicated Enrollment | 92 | 0 |
| a) Number of students attending less than 30 days | 92 | 0 |
| b) Number of students attending 30-59 days | 0 | 0 |
| c) Number of students attending 60-89 days | 0 | 0 |
| d) Number of students attending 90+ days | 0 | 0 |

| Site Name: Richland County Elementary - West | Su 19 | Su 20 |
|---|---|---|
| Total Unduplicated Enrollment | 40 | 42 |
| a) Number of students attending less than 30 days | 40 | 42 |
| b) Number of students attending 30-59 days | 0 | 0 |
| c) Number of students attending 60-89 days | 0 | 0 |
| d) Number of students attending 90+ days | 0 | 0 |

| Site Name: Richland County Middle School | Su 19 | Su 20 |
|---|---|---|
| Total Unduplicated Enrollment | 71 | 61 |
| a) Number of students attending less than 30 days | 71 | 61 |
| b) Number of students attending 30-59 days | 0 | 0 |
| c) Number of students attending 60-89 days | 0 | 0 |
| d) Number of students attending 90+ days | 0 | 0 |

## Summer 2021 Enrollment By Site:

*Note that starting in Summer 2021, attendance data must be reported in hours instead of days.

| Site Name: Richland County Elementary - East | Summer 2021 |
|---|---|
| Total Unduplicated Enrollment | 0 |
| a) Number of students attending less than 15 hours | 0 |
| b) Number of students attending 15-45 hours | 0 |
| c) Number of students attending 46-90 hours | 0 |
| d) Number of students attending 91 – 180 hours | 0 |
| e) Number of students attending 181-270 hours | 0 |
| e) Number of students attending 271+ hours | 0 |

| Site Name: Richland County Elementary - West | Summer 2021 |
|---|---|
| Total Unduplicated Enrollment | 145 |
| a) Number of students attending less than 15 hours | 25 |
| b) Number of students attending 15-45 hours | 97 |
| c) Number of students attending 46-90 hours | 23 |
| d) Number of students attending 91 – 180 hours | 0 |
| e) Number of students attending 181-270 hours | 0 |
| e) Number of students attending 271+ hours | 0 |

| Site Name: Richland County Middle School | Summer 2021 |
|---|---|
| Total Unduplicated Enrollment | 100 |
| a) Number of students attending less than 15 hours | 20 |
| b) Number of students attending 15-45 hours | 80 |
| c) Number of students attending 46-90 hours | 0 |
| d) Number of students attending 91 – 180 hours | 0 |
| e) Number of students attending 181-270 hours | 0 |
| e) Number of students attending 271+ hours | 0 |

## Fall-Spring Enrollment By Site:

| Site Name: Richland County Elementary - East | FY 19 | FY20 | FY21 |
|---|---|---|---|
| Total Unduplicated Enrollment | 125 | 127 | 90 |
| a) Number of students attending less than 30 days | 22 | 10 | 16 |
| b) Number of students attending 30-59 days | 27 | 35 | 48 |
| c) Number of students attending 60-89 days | 51 | 68 | 15 |
| d) Number of students attending 90+ days | 25 | 14 | 11 |

| Site Name: Richland County Elementary - West | FY 19 | FY20 | FY21 |
|---|---|---|---|
| Total Unduplicated Enrollment | 61 | 121 | 134 |
| a) Number of students attending less than 30 days | 13 | 14 | 21 |
| b) Number of students attending 30-59 days | 21 | 46 | 46 |
| c) Number of students attending 60-89 days | 19 | 56 | 50 |
| d) Number of students attending 90+ days | 8 | 5 | 17 |

| Site Name: Richland County Middle School | FY 19 | FY20 | FY21 |
|---|---|---|---|
| Total Unduplicated Enrollment | 171 | 144 | 126 |
| a) Number of students attending less than 30 days | 69 | 59 | 73 |
| b) Number of students attending 30-59 days | 43 | 56 | 45 |
| c) Number of students attending 60-89 days | 43 | 28 | 8 |
| d) Number of students attending 90+ days | 16 | 1 | 0 |

## Demographics of students, by site:

| Site Name: Richland County Elementary - East | FY 19 | FY20 | FY21 |
|---|---|---|---|
| Total Unduplicated Enrollment | 125 | 127 | 90 |
| Male | 76 | 74 | 44 |
| Female | 42 | 53 | 46 |
| Not reported/Other | 7 | 0 | 0 |
| PK | 0 | 0 | 0 |
| K | 0 | 0 | 0 |
| 1 | 0 | 0 | 0 |
| 2 | 0 | 0 | 0 |
| 3 | 34 | 26 | 27 |
| 4 | 49 | 49 | 32 |
| 5 | 42 | 52 | 31 |
| 6 | N/A | N/A | N/A |
| 7 | N/A | N/A | N/A |
| 8 | N/A | N/A | N/A |
| 9 | N/A | N/A | N/A |
| 10 | N/A | N/A | N/A |
| 11 | N/A | N/A | N/A |
| 12 | N/A | N/A | N/A |
| American Indian/Alaska Native | 0 | 1 | 1 |
| Asian/Pacific Islander | 0 | 0 | 0 |
| Black or African American | 3 | 2 | 1 |
| Hispanic or Latino | 7 | 7 | 3 |
| White | 101 | 112 | 81 |
| Multiracial | 6 | 5 | 4 |
| Do Not Know | 7 | 0 | 0 |
| Limited English Proficient Students | 4 | 1 | 1 |
| Students with Disability (Not LEP) | 29 | 27 | 13 |
| Students Receiving Free or Reduced Lunch | 89 | 100 | 55 |

| Site Name: Richland County Elementary - West | FY 19 | FY20 | FY21 |
|---|---|---|---|
| Total Unduplicated Enrollment | 61 | 121 | 134 |
| Male | 36 | 70 | 75 |
| Female | 25 | 51 | 57 |
| Not reported/Other | 0 | 0 | 2 |
| PK | 0 | 0 | 0 |
| K | 11 | 33 | 34 |
| 1 | 10 | 40 | 37 |
| 2 | 11 | 35 | 46 |
| 3 | 11 | 13 | 5 |
| 4 | 10 | 0 | 6 |
| 5 | 8 | 0 | 6 |
| 6 | N/A | N/A | N/A |
| 7 | N/A | N/A | N/A |
| 8 | N/A | N/A | N/A |
| 9 | N/A | N/A | N/A |
| 10 | N/A | N/A | N/A |
| 11 | N/A | N/A | N/A |

| | | | |
|---|---|---|---|
| 12 | N/A | N/A | N/A |
| American Indian/Alaska Native | 0 | 0 | 0 |
| Asian/Pacific Islander | 0 | 0 | 0 |
| Black or African American | 2 | 3 | 1 |
| Hispanic or Latino | 3 | 2 | 3 |
| White | 54 | 107 | 124 |
| Multiracial | 2 | 9 | 4 |
| Do Not Know | 0 | 0 | 2 |
| Limited English Proficient Students | 0 | 0 | 0 |
| Students with Disability (Not LEP) | 8 | 8 | 10 |
| Students Receiving Free or Reduced Lunch | 45 | 89 | 84 |

| **Site Name: Richland County Middle School** | **FY 19** | **FY20** | **FY21** |
|---|---|---|---|
| Total Unduplicated Enrollment | 171 | 144 | 126 |
| Male | 83 | 84 | 71 |
| Female | 86 | 60 | 55 |
| Not reported/Other | 2 | 0 | 0 |
| PK | N/A | N/A | N/A |
| K | N/A | N/A | N/A |
| 1 | N/A | N/A | N/A |
| 2 | N/A | N/A | N/A |
| 3 | N/A | N/A | N/A |
| 4 | N/A | N/A | N/A |
| 5 | N/A | N/A | N/A |
| 6 | 69 | 54 | 49 |
| 7 | 50 | 51 | 40 |
| 8 | 52 | 39 | 37 |
| 9 | N/A | N/A | N/A |
| 10 | N/A | N/A | N/A |
| 11 | N/A | N/A | N/A |
| 12 | N/A | N/A | N/A |
| American Indian/Alaska Native | 1 | 0 | 0 |
| Asian/Pacific Islander | 4 | 2 | 1 |
| Black or African American | 2 | 6 | 2 |
| Hispanic or Latino | 13 | 8 | 6 |
| White | 145 | 120 | 113 |
| Multiracial | 4 | 8 | 4 |
| Do Not Know | 2 | 0 | 0 |
| Limited English Proficient Students | 2 | 0 | 0 |
| Students with Disability (Not LEP) | 28 | 30 | 26 |
| Students Receiving Free or Reduced Lunch | 92 | 96 | 79 |

**Average Daily Attendance**:
For each site, include data on average daily attendance.

**Average daily attendance by site:**

| Site Name: Richland County Elementary - East | SU 18 FY 19 | SU 19 FY 20 | SU 20 FY 21 |
|---|---|---|---|
| Overall Average Daily Attendance (ADA) | 63 | 66 | N/A |
| a) ADA for Summer Program | 10 | 7 | N/A |
| b) ADA for Afterschool Program | 64 | 62 | N/A |
| c) ADA for Before School Program | N/A | N/A | N/A |
| d) ADA for weekend/holiday Program | N/A | N/A | N/A |

| Site Name: Richland County Elementary - West | SU 18 FY 19 | SU 19 FY 20 | SU 20 FY 21 |
|---|---|---|---|
| Overall Average Daily Attendance (ADA) | 56 | 60 | 64* |
| a) ADA for Summer Program | 10 | 7 | 25* |
| b) ADA for Afterschool Program | 57 | 57 | 64* |
| c) ADA for Before School Program | N/A | N/A | N/A |
| d) ADA for weekend/holiday Program | N/A | N/A | N/A |

***ADA data reflects both the Richland County Elementary East & West Site combined and sites were not separated out during the 2020-2021 school year.**

| Site Name: Richland County Middle School | SU 18 FY 19 | SU 19 FY 20 | SU 20 FY 21 |
|---|---|---|---|
| Overall Average Daily Attendance (ADA) | 48 | 41 | 56 |
| a) ADA for Summer Program | 25 | 6 | 79 |
| b) ADA for Afterschool Program | 46 | 40 | 33 |
| c) ADA for Before School Program | N/A | N/A | N/A |
| d) ADA for weekend/holiday Program | N/A | N/A | N/A |

**Summary**

**Data:** The attendance data reflects the implications of restrictions that were put in place for COVID-19. Further measures to compare data in the future will need to be adjusted due to the change in reporting requirements for attendance from days to hours.

**Challenges:** It continues to be difficult to keep attendance for the before school program due to bus schedules for a rural program. Some children participate, but might only be in attendance for a few minutes, not realizing the benefits of the program. In addition, cohorting, student quarantines and staff shortages have impacted the overall programming.

**Program Improvement:** The next step to improve attendance while continuing to cohort and social distance is for site directors and the project director to keep a watchful eye on the students

who attend only partial days and work to address barriers that are preventing them from benefiting from attending fully. These students should be targeted after week 12 of the school year program. By interviewing these students and making personal connections, leadership would better understand why some students leave early or drop out of the program and guide decisions and adjustments to programming if indicated.

## Family Participation

| Richland County Elementary (East & West) & Richland County Middle School Sites in collaboration with School District programs<br><br>Date | Activity | # of Participants | Percentage |
|---|---|---|---|
| 12-8-2020 | Winter Drive -Thru Event | 12 Families | 6% |
| 2-25-2021 | STEM Drive-Thru Event | 9 Families | 4% |
| 6-8-2021 | Science Experiment Drive-Thru Event | 62 Families | 25% |
| 7-26-2021 | Family Swim Event | 22 Families | 9% |

The family programming provided collaboratively with the staff and funds from 21st CCLC along with other school district and community resources provided families with a combination of education and engagement activities they could do at home with their students. The table provided gives information for the number of families who participated. Currently, no purpose is served in having parents report which program/grant has brought them to the event. The goal is to have a family engagement/education program that serves as many people as possible without creating a hardship for families to choose between family time and attending school functions.

## Summary

**Data:** Family programs were limited during the 2020-2021 school year due to COVID-19 restrictions. Data reflects one family per enrollment and does not take into account multiple children enrolled in the overall percentage. Data will need to be further broken down to gather a truly accurate picture of what percentage of students have a family member participate.

**Challenges:** Finding time to attend activities is a challenge. Family work and activity schedules are already full. Finding topics that parents/families are willing to make the effort to attend and take time away from other commitments or relaxation time is difficult. If the activity offered is not easily connected or relevant to everyday life, the perceived value is low and so is attendance. Of course, another challenge for the program this year was the health and safety procedures and restrictions due to the COVID-19 pandemic. Many of the events normally held were cancelled or held in a different format.

**Program Improvement:** One of the targeted groups of students for the 21st CCLC program are those living in poverty. The percentage of students served by this grant, attending 30 days or more, and receiving free/reduced priced lunches, has increased each year. Research and evidence on families living in poverty show that entertainment is a priority. The family

programming provided through the school district programs can provide entertainment in a manner that is wholesome, structured, systematic, and educationally focused while creating connections with the families. This is not the traditional image of parent education and engagement programs.

## III.B. Program Operations

### Program Hours by Site:

| Site Name: Richland County Elem - East Hours of Operation – School Year | FY 19 | FY 20 | FY 21 |
|---|---|---|---|
| Total Number of Weeks Site is Open | 28 | 28 | 28 |
| Typical Number of Days per Week | 4 | 4 | 4 |
| Typical Number of Hours per Week | 12 | 12 | 12 |

| Site Name: Richland County Elem - West Hours of Operation – School Year | FY 19 | FY 20 | FY 21 |
|---|---|---|---|
| Total Number of Weeks Site is Open | 28 | 28 | 28 |
| Typical Number of Days per Week | 4 | 4 | 4 |
| Typical Number of Hours per Week | 12 | 12 | 12 |

| Site Name: Richland County Middle School Hours of Operation – School Year | FY 19 | FY 20 | FY 21 |
|---|---|---|---|
| Total Number of Weeks Site is Open | 28 | 28 | 28 |
| Typical Number of Days per Week | 4 | 4 | 4 |
| Typical Number of Hours per Week | 12 | 12 | 12 |

### Staffing:

### Staff Training - Richland County Elementary School - East/West:

| Date | Title/Topic | Duration (hours) | # Staff Attending | Provider |
|---|---|---|---|---|
| 8-3-2020 | Needs-Based Community Mapping Webinar | 1 | 1 (Site Manager) | You4Youth |
| 8-4-2020 | Building Your Network Webinar | 1 | 1 (Site Manager) | You4Youth |
| 8-5-2020 | Implementing Partnerships Webinar | 1 | 1 (Site Manager) | You4Youth |
| 8-6-2020 | Train and Maintain Webinar | 1 | 1 (Site Manager) | You4Youth |
| 9-25-2020 | Beginning of the year training and meeting | 1 | 17 (All Staff) | District |
| 11-5-2020 | STEM Webinar #2 | 1 | 2 (Site Managers) | ACT Now Illinois |

| | | | | |
|---|---|---|---|---|
| 11-18-2020 | Lead Positive Conference | 5 | 1 (Site Manager) | Jon Gordon |
| 12-8/9-20 | 21st CCLC Virtual Fall Conference | 6 | 2 (Site Managers) | Illinois Quality Afterschool/ISBE |
| 12-15-20 | Project Based Learning | 1 | 2 (Site Managers) | You4Youth |
| 12-15-20 | Where We've Been and Where We're Going Webinar | 1 | 1 (Site Manager) | Illinois Quality Afterschool |
| 2-23-21 | Focus on SEL - introducing CASEL's Reopening Road Map | 1 | 2 (Site Managers) | Illinois Quality Afterschool |
| 4-8-21 | Webinar: Summer Strategies to Reach and Re-engage Priority Youth | 1 | 1 (Site Manager) | Illinois Quality Afterschool |
| 5-6-21 & 5-7-21 | 21st CCLC Virtual Spring Conference 2021 | 6 | 1 (Site Manager) | Illinois Quality Afterschool/ISBE |

## Staff Training - Richland County Middle School:

| Date | Title/Topic | Duration (hours) | # Staff Attending | Provider |
|---|---|---|---|---|
| 10/6 & 10/7/2020 | Developmental Relationships: Bring Invention to Practice | 4 | 1 (Site Director) | CenterStone |
| 10/22/2020 | Supporting Teen Self- Esteem during Adversity | 1 | 1 (Site Director) | Lincoln Prairie Behavioral Health |
| 12/2/2020 | COVID-Related Stress and the Connection to Substance Use and Mental Health Issues | 1 | 1 (Site Director) | North American Center for Continuing Medical Education |
| 5/11/2021 &5/19/2021 | Creating Compassionate Communities | 5 | 1 (Site Director) | CenterStone |

## Staff Training - All Sites:

| Date | Title/Topic | Duration (hours) | # Staff Attending | Provider |
|---|---|---|---|---|
| 9/3/2020 | 21st CCLC Administrator planning meeting (In Person) | 2 | 5 (Project Director and Site directors/coordinators) | District |

| | | | | |
|---|---|---|---|---|
| 10/22/20 | Building Blocks of Student Resilience: Relationships (Virtual) | 1 | 1 (Project Director) | Illinois Quality Afterschool |
| 11/5/2020 | "How to Make STEM At-Home Kits" (Virtual) | 1 | 1 (Project Director) | ACT Now Illinois |
| 11/12/2020 | SEL and Trauma-informed Practices: Creating a Supportive Environment (Virtual) | 1 | 1 (Project Director) | ACT Now Illinois |
| 11/18/2020 | Lead Positive Conference (Virtual) | 5 | 1 (Project Director) | Jon Gordon |
| 11/19/2020 | Becoming Resilient Organizations: Afterschool Beyond COVID-19 (Virtual) | 1 | 1 (Project Director) | Illinois Quality Afterschool |
| 12/3/2020 | SEL Webinar #1 Relationship Skills | 1 | 1 (Project Director) | ACT Now Illinois |
| 12/8 & 12/9/2020 | 21st CCLC Virtual Fall Conference | 6 | 1 (Project Director) | Illinois Quality Afterschool/ISBE |
| 1/22/2021 | 21st CCLC required Project Directors Meeting (Virtual) | 2 | 1 (Project Director) | Illinois Quality Afterschool/ISBE |
| 2/4/2021 | SEL Webinar #2 - Encouraging Young People to Make Responsible Decisions | 1 | 1 (Project Director) | ACT Now Illinois |
| 3/4/2021 | SEL Webinar #3 - Self Management | 1 | 1 (Project Director) | ACT Now Illinois |
| 4/22 thru 4/28/2021 | Power of Positive Summit (Virtual) | 4 | 1 (Project Director) | Jon Gordon |
| 5/6 & 5/7/2021 | 21st CCLC Virtual Spring Conference 2021 | 6 | 1 (Project Director) | Illinois Quality Afterschool/ISBE |
| 5/11/2021 | Leading with Justice For All: Are You Prepared? LGBTQ | 3 | 1 (Project Director) | Illinois Principal Association |

## Staff Ratios and Makeup:

| Site Name: Richland County Elementary - East | FY 19 | FY 20 | FY 21 |
|---|---|---|---|
| Staff:Student Ratio | 1:5 | 1:5 | 1:4 |
| # Volunteers | 0 | 0 | 0 |
| # Paraprofessionals | 6 | 4 | 3 |
| # Certified Teachers | 12 | 14 | 13 |
| # Others-Administrators | 8 | 7 | 8 |

| Site Name: Richland County Elementary - East | SU 19 | SU 20 | SU 21 |
|---|---|---|---|
| Staff: Student Ratio | 1:8 | 0:0 | 0:0 |
| # Volunteers | 0 | 0 | 0 |
| # Paraprofessionals | 0 | 0 | 0 |
| # Certified Teachers | 5 | 0 | 0 |
| # Others-Administrators | 6 | 0 | 0 |

| Site Name: Richland County Elementary - West | FY 19 | FY 20 | FY 21 |
|---|---|---|---|
| Staff: Student Ratio | 1:5 | 1:7 | 1:5 |
| # Volunteers | 0 | 0 | 0 |
| # Paraprofessionals | 3 | 4 | 3 |
| # Certified Teachers | 5 | 5 | 14 |
| # Others-Administrators | 5 | 8 | 9 |

| Site Name: Richland County Elementary - West | SU 19 | SU 20 | SU 21 |
|---|---|---|---|
| Staff: Student Ratio | 1:6 | 1:3 | 1:3 |
| # Volunteers | 0 | 0 | 1 |
| # Paraprofessionals | 2 | 2 | 8 |
| # Certified Teachers | 4 | 11 | 27 |
| # Others-Administrators | 1 | 2 | 11 |

| Site Name: Richland County Middle School | FY 19 | FY 20 | FY 21 |
|---|---|---|---|
| Staff: Student Ratio | 1:6 | 1:5 | 1:8 |
| # Volunteers | 0 | 0 | 0 |
| # Paraprofessionals | 7 | 7 | 4 |
| # Certified Teachers | 14 | 12 | 10 |
| # Others-Administrators | 9 | 10 | 1 |

| Site Name: Richland County Middle School | SU 19 | SU 20 | SU 21 |
|---|---|---|---|
| Staff: Student Ratio | 1:3 | 1:5 | 1:4 |
| # Volunteers | 0 | 0 | 0 |
| # Paraprofessionals | 4 | 2 | 7 |
| # Certified Teachers | 10 | 7 | 13 |
| # Others-Administrators | 9 | 3 | 7 |

## Program Governance

The 21st CCLC program for the Richland County CUSD#1 is organized by program leadership including a project director and site directors. The project director is fundamentally in charge of compliance, the budget, data collection, and aggregation for reporting purposes. The project director meets regularly with school day staff and administration, district administration and accounting office staff, site directors, and site office staff. The project director also attends meetings and professional development. Site directors are responsible for the day-to-day operation of the programs and sites. Site directors create schedules, find substitutes, handle discipline issues, and parent concerns.

In addition to leadership/administrative staff, an Advisory/Stakeholder's Board also exists. This group meets not less than once per year to receive updates, provide feedback, and help make decisions for the program going forward. Student input is also gathered through surveys and informal, anecdotal conversations. Parent/family input is gathered using surveys and anecdotal information. Due to COVID-19 the program was unable to host its annual Stakeholders meeting. The meeting will be held again during the 2021-2022 school year.

**Summary**

**Data:**

- Staff members do not leave the program.
- Professional development is adequate.
- The ratio of staff to students is consistent throughout the three sites.

**Challenges:**

- Staff members are offered the opportunity to offer activities and programs to the students that match their strengths and interests and personal schedules. This allows more job satisfaction and fewer turnovers. This is difficult for site directors to create schedules and make sure all students have choices each day.
- Some staff members are unwilling to develop activities and rely on site managers to plan activities or place them in supervisory roles that require no planning.
- Professional development is offered to all, offered in a variety of formats, and is relevant to the needs of the program and individual. Not all staff participate in professional learning opportunities.

**Program Improvement:**

- Expectations are to continue to offer staff members choice in relationship to schedules, activities/lessons, and professional development. A low staff turnover rate is evidence that current practices are effective.

- An effort will be made to include transportation staff in professional learning and staff meetings. Most behavior issues are connected to bus issues. This will be coordinated with the Transportation Director for the School District.

## IV. Progress toward Objectives

**Objective 1: Participants in the program will demonstrate increased academic achievement.**

Unfortunately, due to the school closure in the spring of 2020, and the hybrid school year of 2020-2021, the program was not able to compare any type of formalized assessment data for our students. Feedback related to academic performance was collected from the End of the Year Teacher Survey administered annually.

**Teacher Survey Results**

**Richland County Middle School Site:**
**Grades 6-8**

The following pie charts illustrate the results of the teacher survey conducted with middle school teachers.

8th grade teacher survey data:

Turning in his/her homework on time
18 responses

Completing homework to your satisfaction.
18 responses

Participating in class.

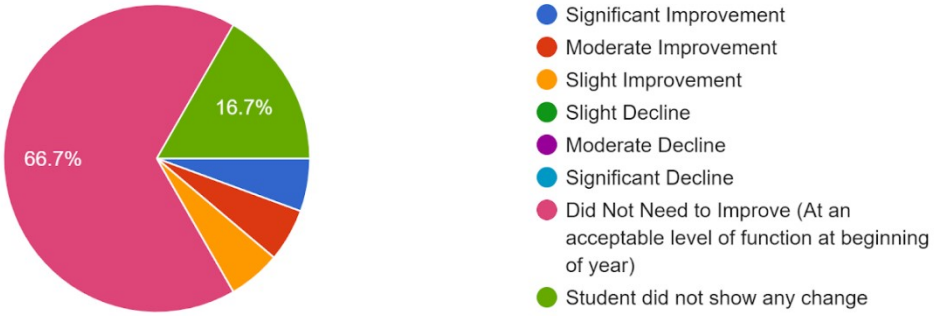
18 responses

Volunteering (e.g., for extra credit or more responsibilities).

18 responses

Attending class regularly.

18 responses



Being attentive in class.

18 responses

Behaving well in class.

18 responses

Academic performance.

18 responses

Coming to school motivated to learn.
18 responses

Getting along well with other students.
18 responses

7th grade teacher survey data:

Turning in his/her homework on time
8 responses

Completing homework to your satisfaction.

8 responses

Participating in class.

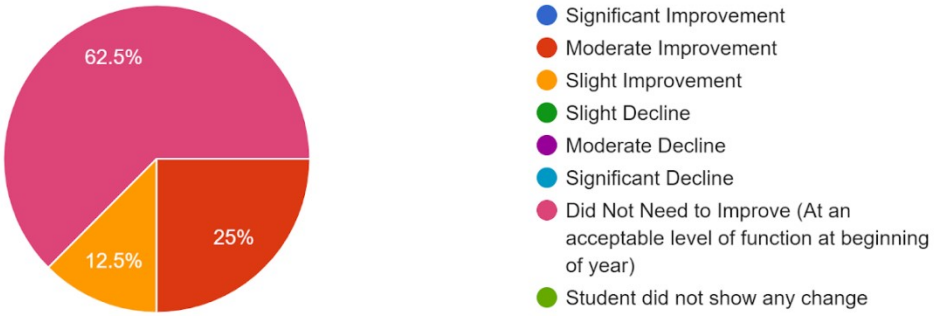
8 responses

Volunteering (e.g., for extra credit or more responsibilities).

8 responses

Attending class regularly.

8 responses




Being attentive in class.

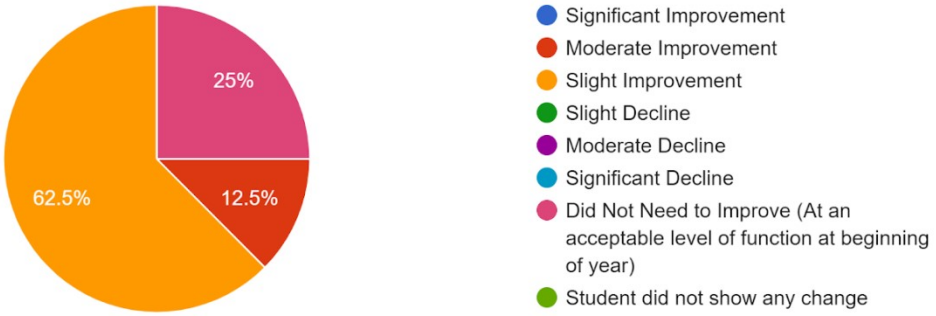
8 responses

Behaving well in class.

8 responses

Academic performance.

8 responses

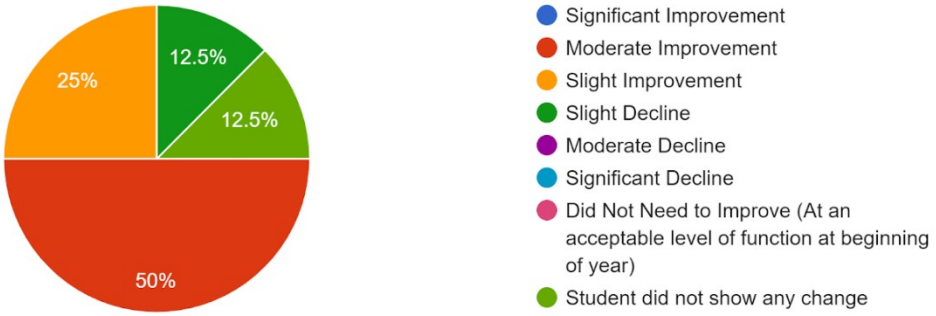



Coming to school motivated to learn.

8 responses

Getting along well with other students.

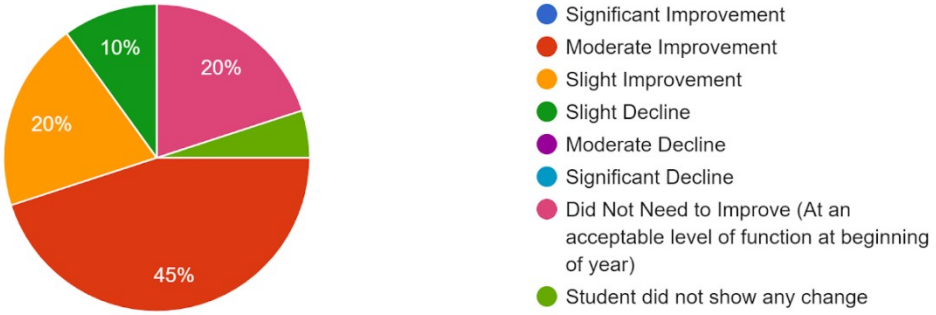
8 responses



6th grade teacher survey data:

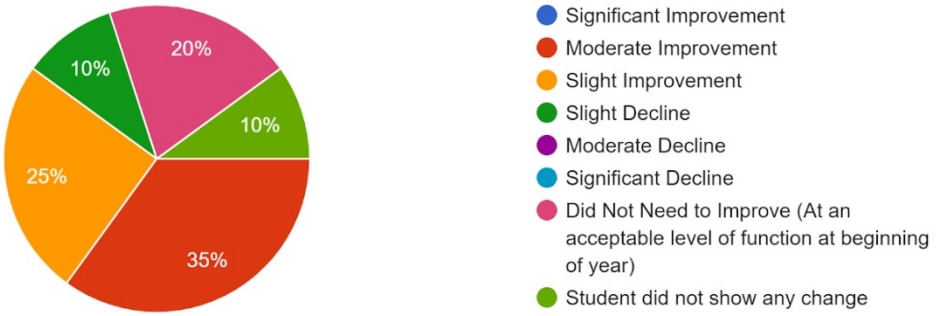
Turning in his/her homework on time

20 responses



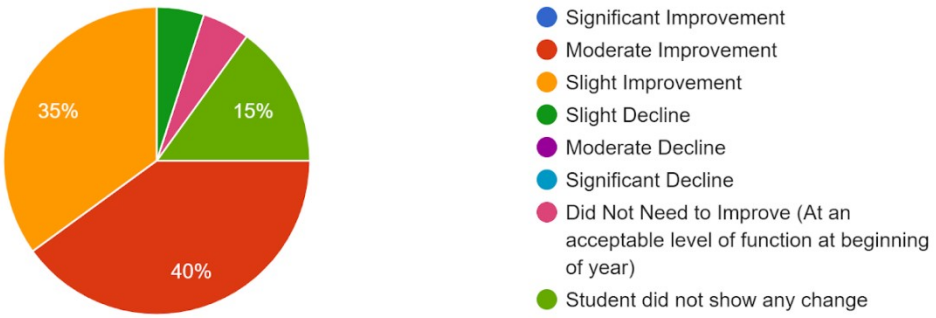

Completing homework to your satisfaction.

20 responses



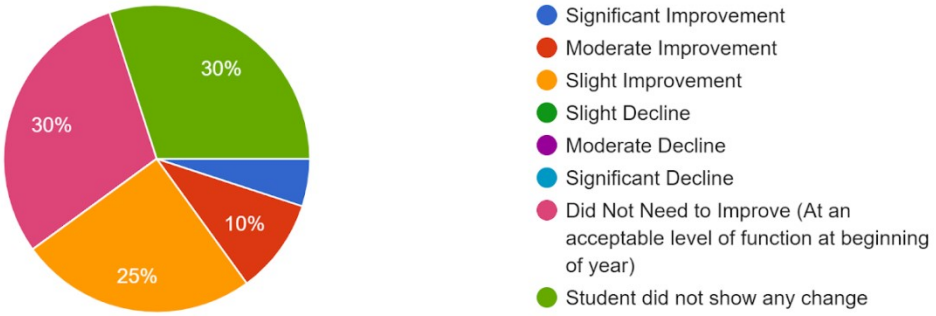

Participating in class.

20 responses



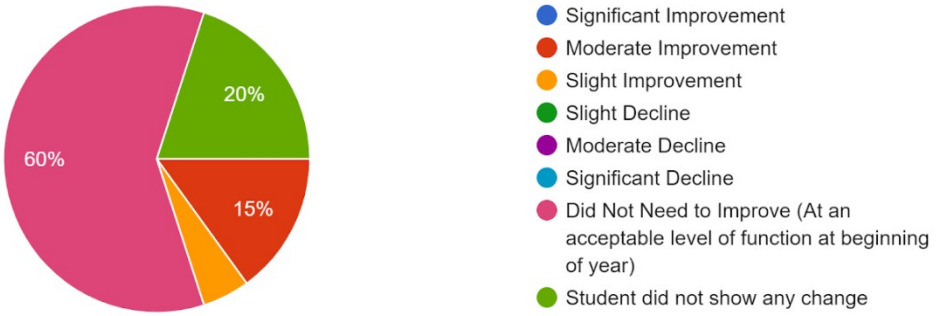
Volunteering (e.g., for extra credit or more responsibilities).

20 responses



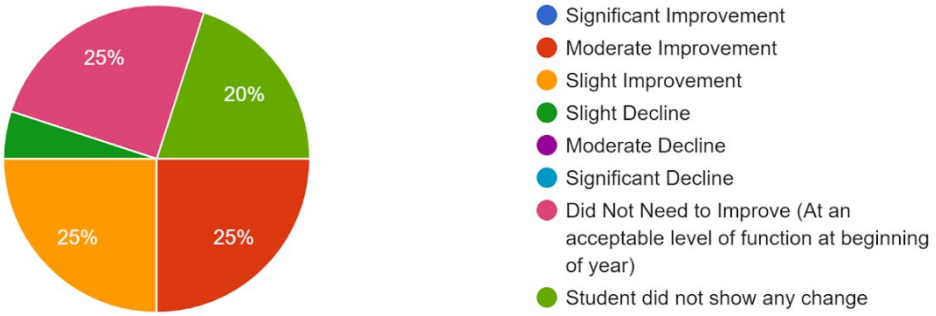

Attending class regularly.

20 responses



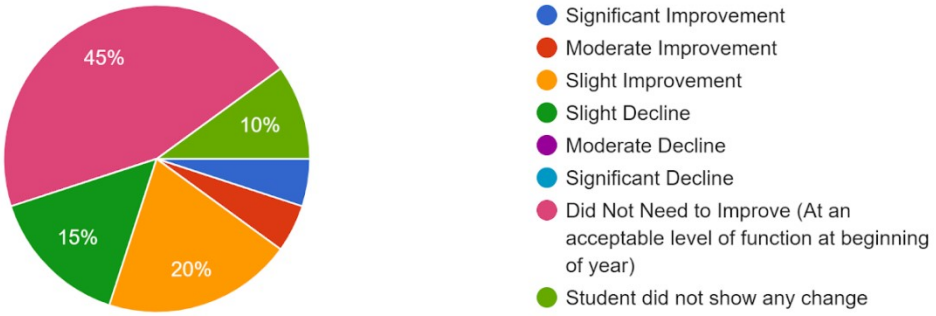

Being attentive in class.

20 responses



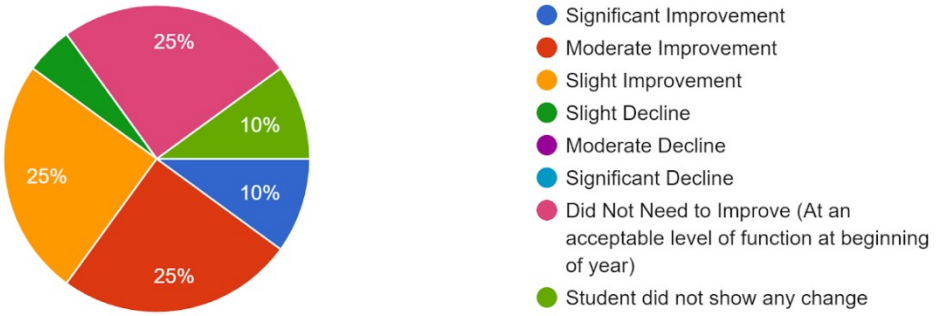
Behaving well in class.

20 responses




Academic performance.

20 responses




Coming to school motivated to learn.

20 responses

Getting along well with other students.

20 responses

**Richland County Elementary School - East:**
**Grades 3rd-5th**

5th grade teacher survey data:

Turning in his/her homework on time
26 responses

Completing homework to your satisfaction.
26 responses

Participating in class.

26 responses

Volunteering (e.g., for extra credit or more responsibilities).

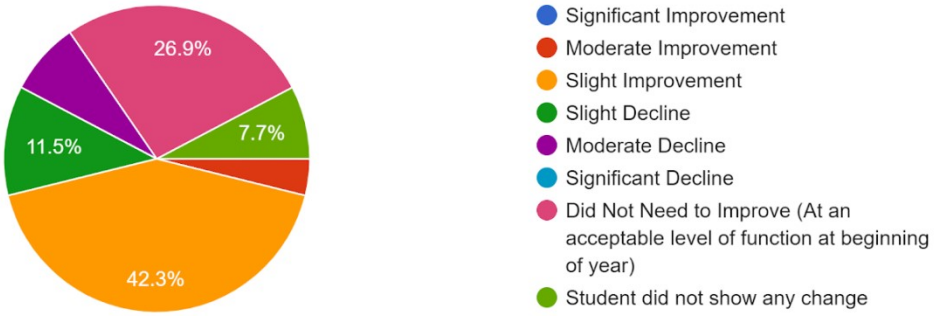
26 responses

Attending class regularly.

26 responses

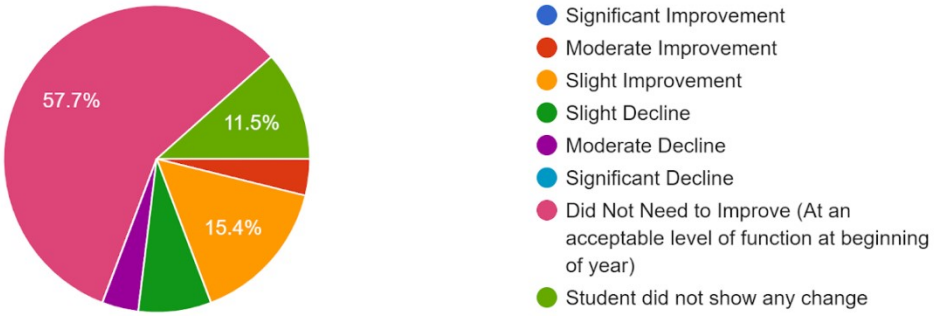
Being attentive in class.

26 responses




Behaving well in class.

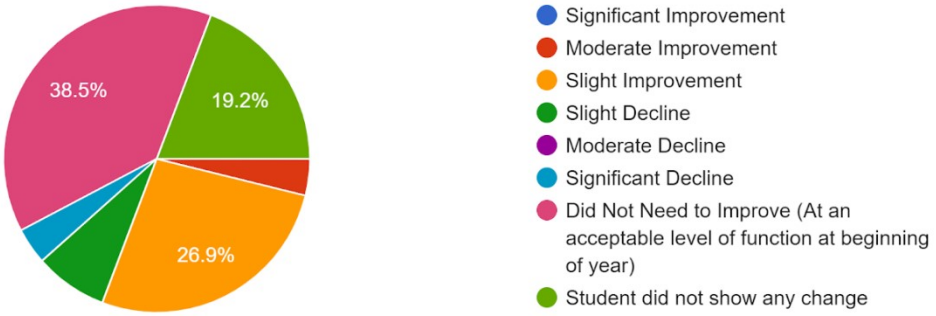
26 responses




Academic performance.

26 responses

Coming to school motivated to learn.
26 responses




Getting along well with other students.
26 responses

4th grade teacher survey data:

Turning in his/her homework on time
26 responses

Completing homework to your satisfaction.

26 responses

Participating in class.

26 responses

Volunteering (e.g., for extra credit or more responsibilities).

26 responses

Attending class regularly.

26 responses

Being attentive in class.

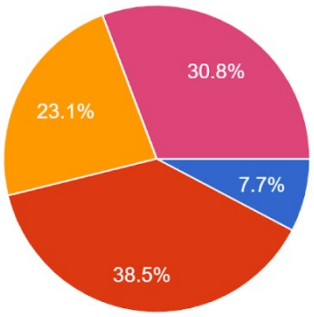
26 responses

Behaving well in class.

26 responses

Academic performance.

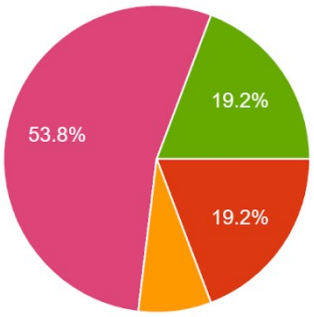
26 responses




- Significant Improvement
- Moderate Improvement
- Slight Improvement
- Slight Decline
- Moderate Decline
- Significant Decline
- Did Not Need to Improve (At an acceptable level of function at beginning of year)
- Student did not show any change

Coming to school motivated to learn.

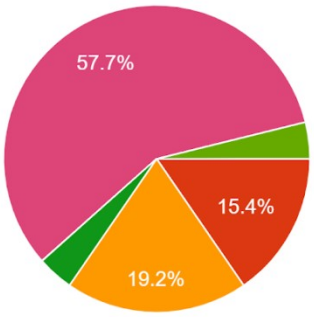
26 responses




- Significant Improvement
- Moderate Improvement
- Slight Improvement
- Slight Decline
- Moderate Decline
- Significant Decline
- Did Not Need to Improve (At an acceptable level of function at beginning of year)
- Student did not show any change

Getting along well with other students.

26 responses




- Significant Improvement
- Moderate Improvement
- Slight Improvement
- Slight Decline
- Moderate Decline
- Significant Decline
- Did Not Need to Improve (At an acceptable level of function at beginning of year)
- Student did not show any change

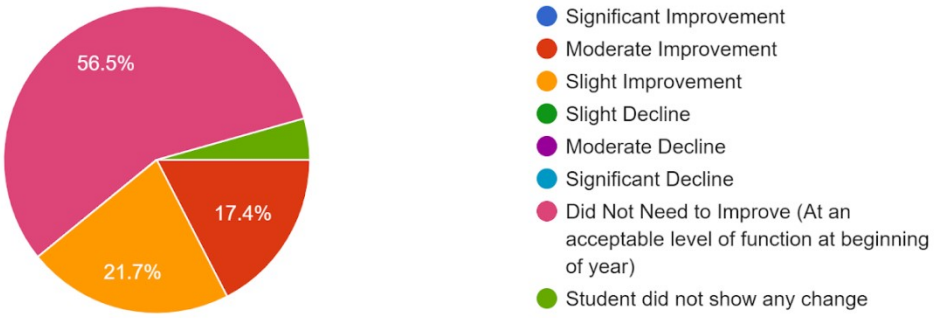
3rd grade teacher survey data:

Turning in his/her homework on time

23 responses

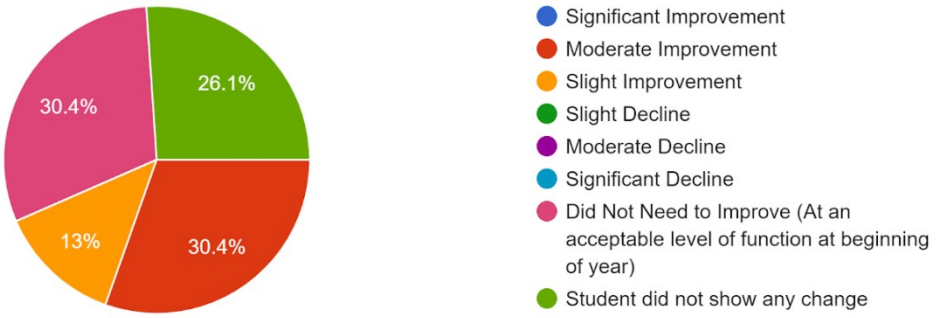
Completing homework to your satisfaction.

23 responses




Participating in class.

23 responses



Volunteering (e.g., for extra credit or more responsibilities).

23 responses

Attending class regularly.

23 responses

Being attentive in class.

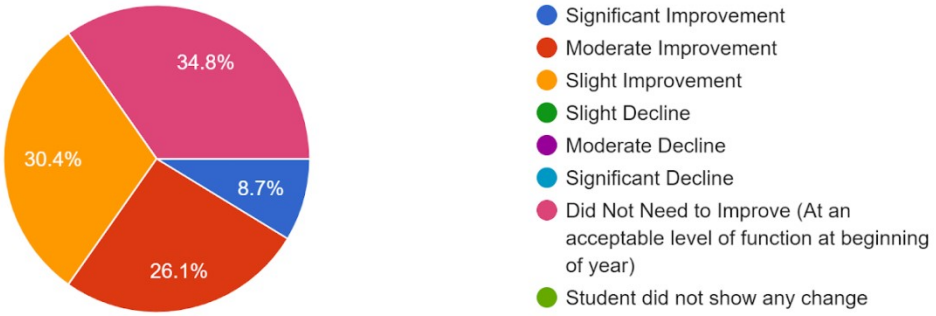
23 responses

Behaving well in class.

23 responses

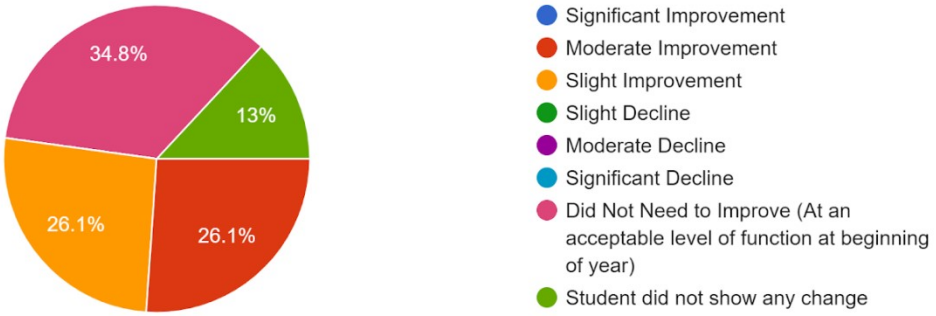
Academic performance.

23 responses




Coming to school motivated to learn.

23 responses



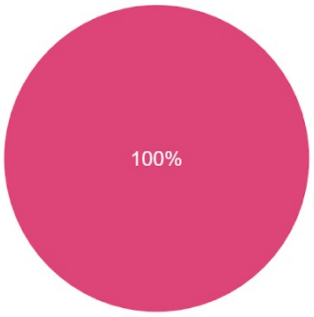
Getting along well with other students.

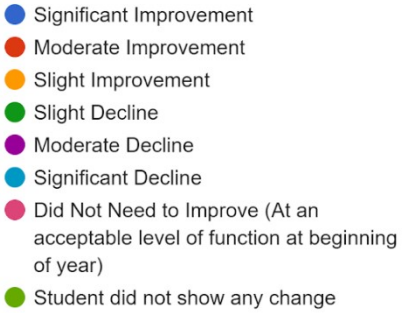
23 responses

**Richland County Elementary School - West:**
**Grades K-5th**

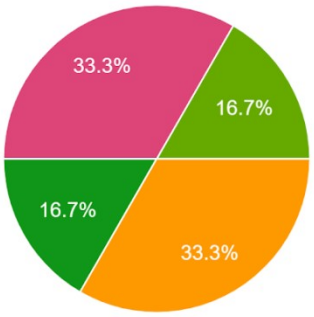
5th grade teacher survey data:

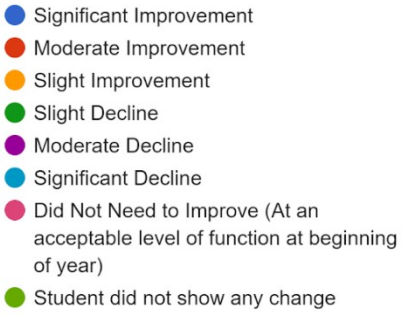
Turning in his/her homework on time
6 responses




Completing homework to your satisfaction.
6 responses



Participating in class.

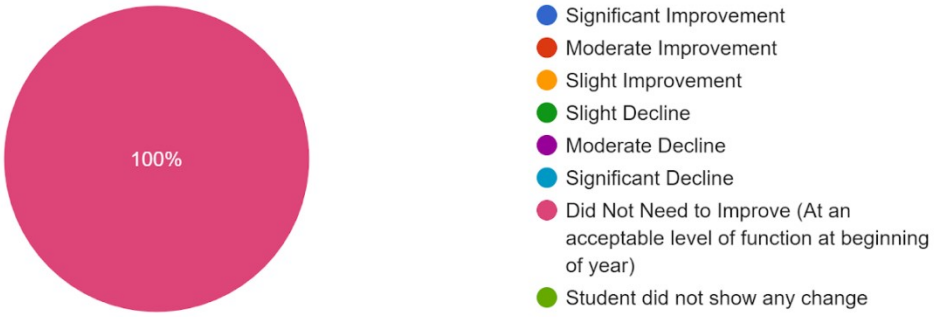
6 responses

Volunteering (e.g., for extra credit or more responsibilities).

6 responses

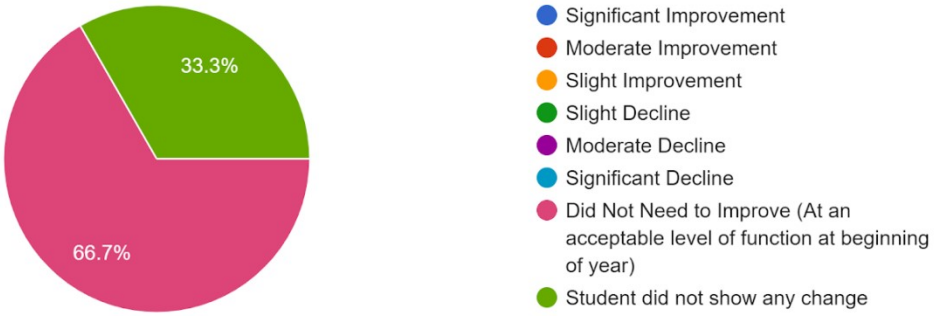
Attending class regularly.

6 responses



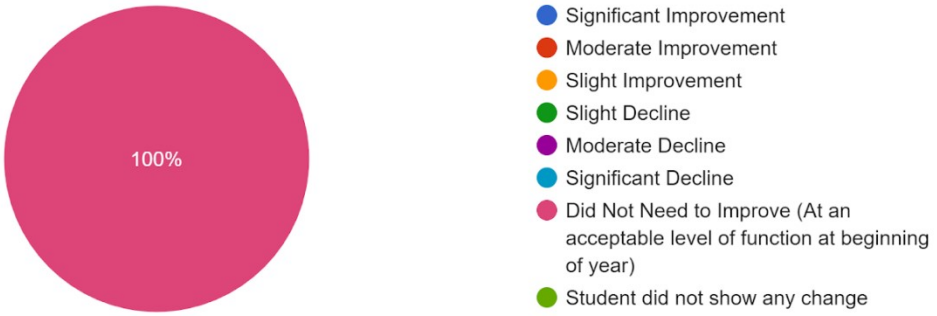
Being attentive in class.

6 responses



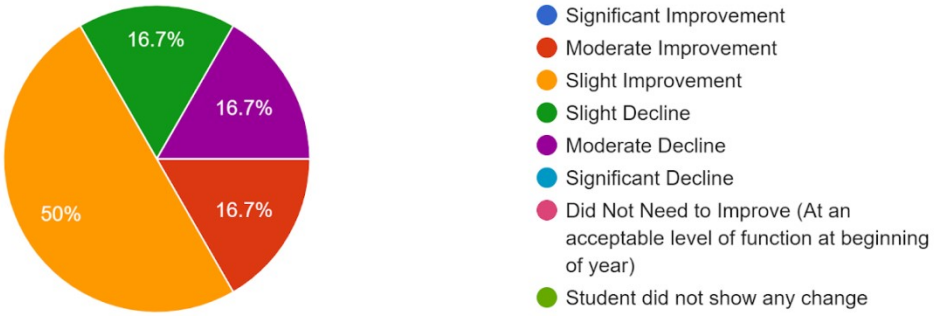

Behaving well in class.

6 responses

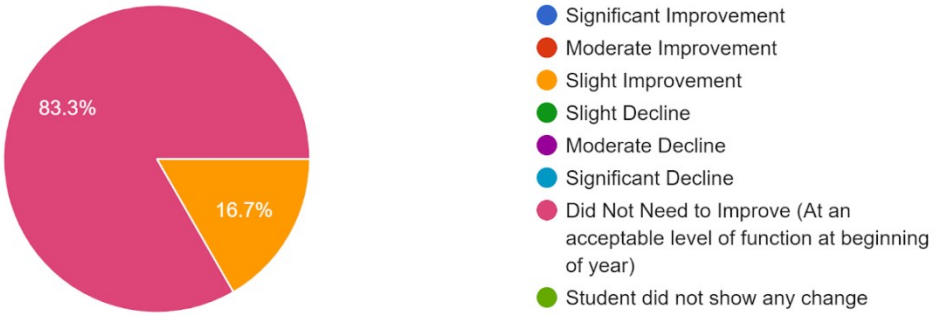



Academic performance.

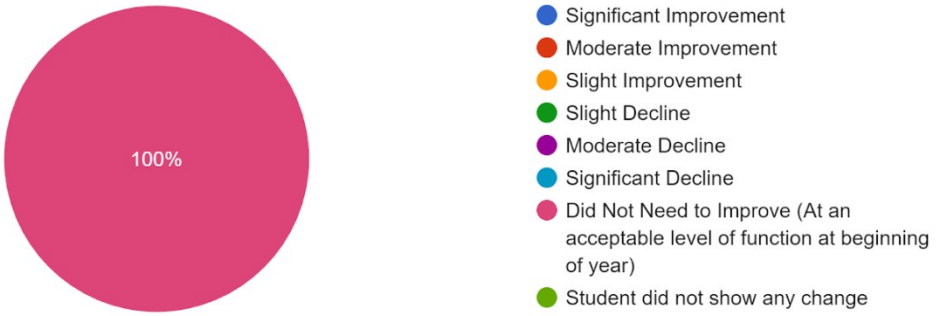
6 responses



Coming to school motivated to learn.
6 responses

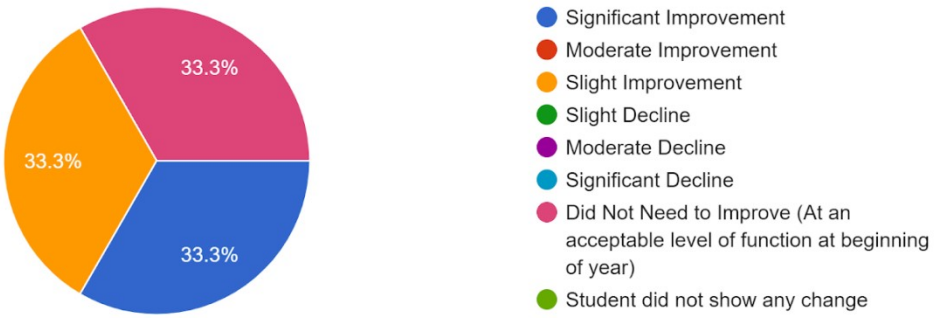



Getting along well with other students.
6 responses



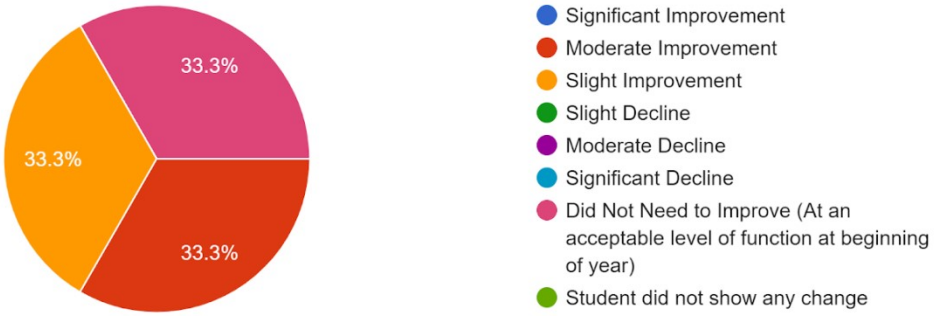

4th grade teacher survey data:

Turning in his/her homework on time
3 responses



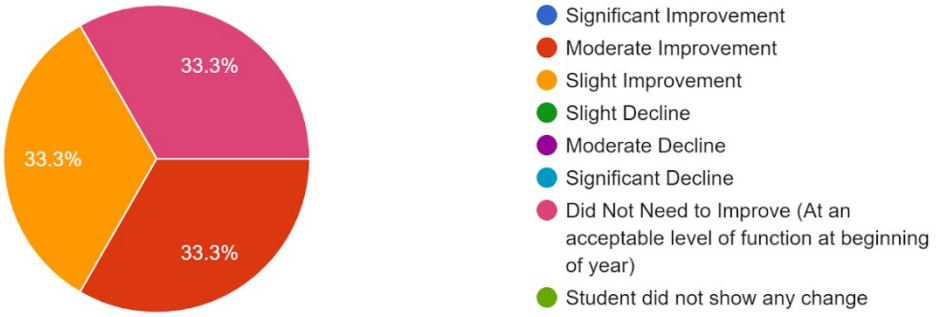
Completing homework to your satisfaction.

3 responses




Participating in class.

3 responses

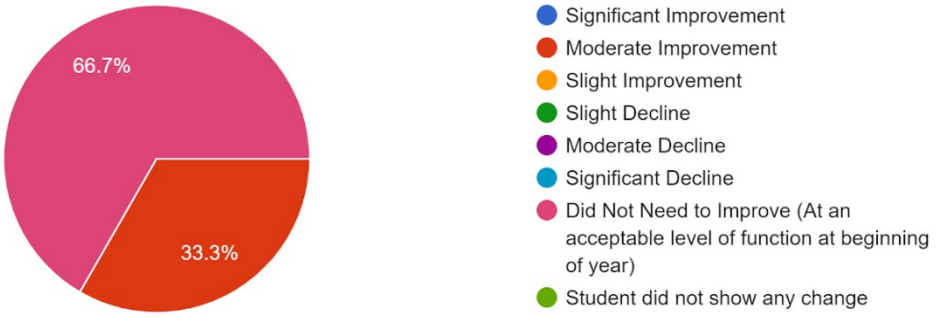



Volunteering (e.g., for extra credit or more responsibilities).

3 responses

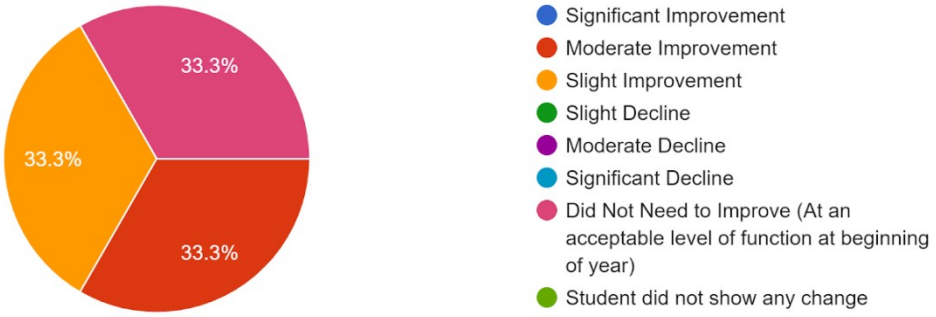
Attending class regularly.

3 responses



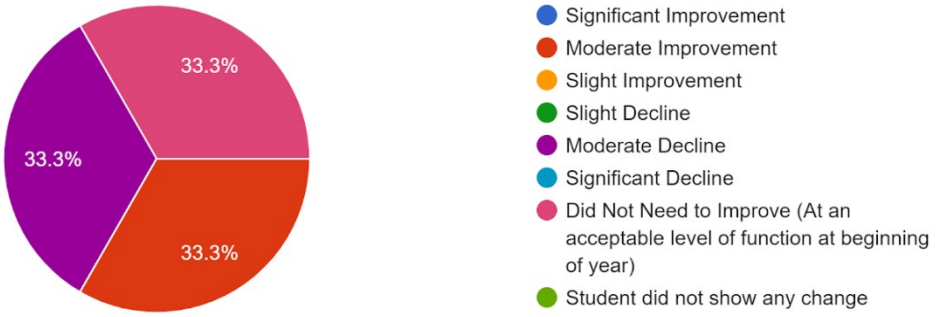

Being attentive in class.

3 responses



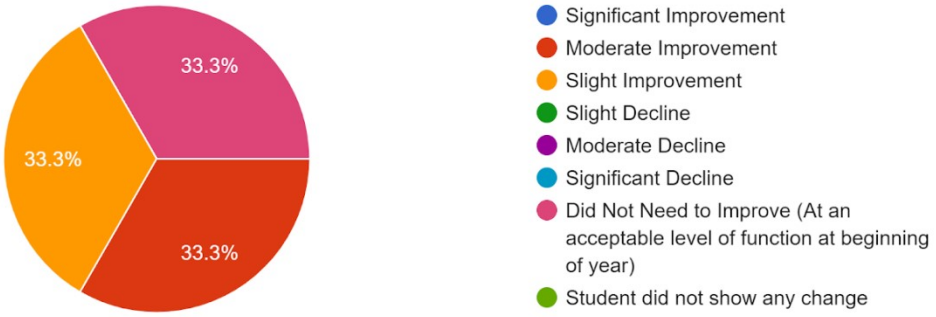

Behaving well in class.

3 responses



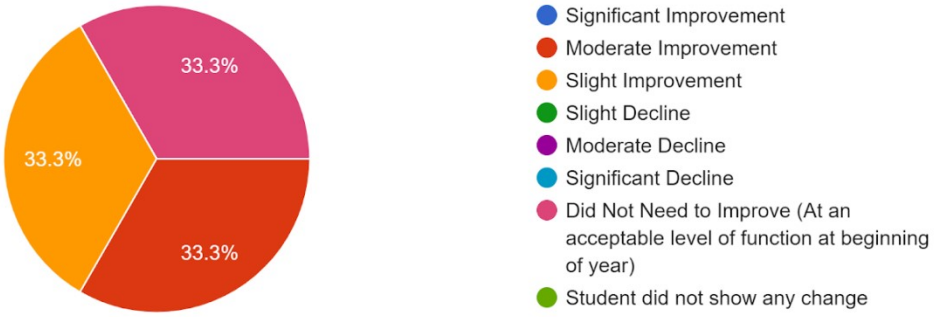
Academic performance.

3 responses



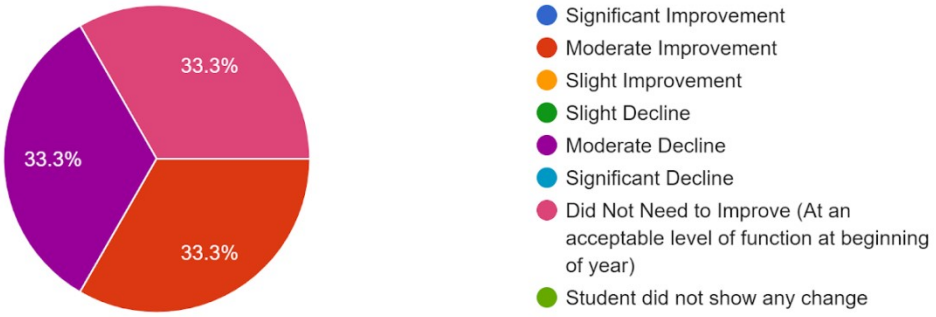

Coming to school motivated to learn.

3 responses




Getting along well with other students.

3 responses



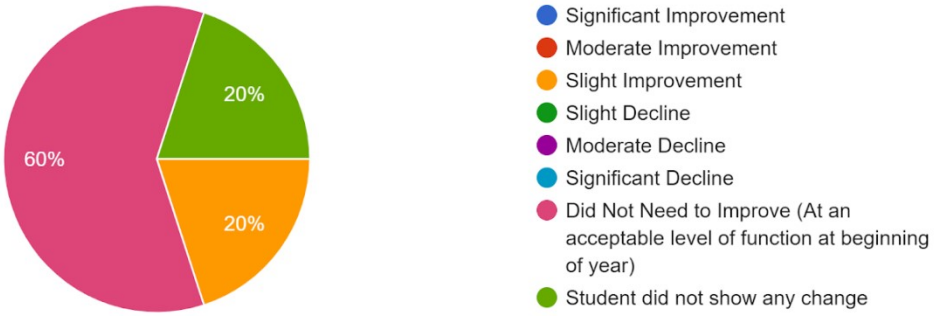
3rd grade teacher survey data:

Turning in his/her homework on time

5 responses

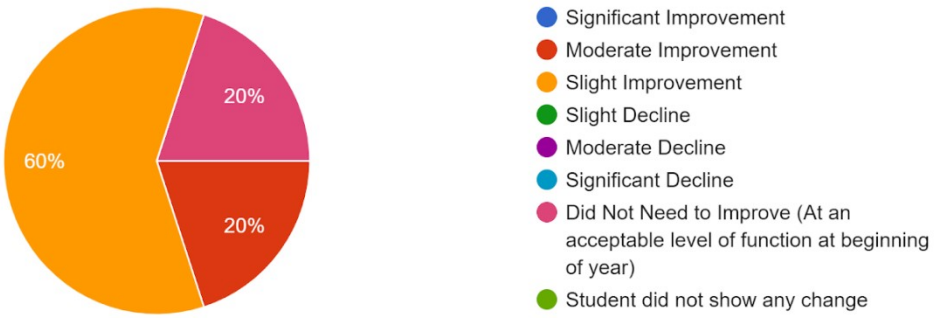
Completing homework to your satisfaction.

5 responses




Participating in class.

5 responses

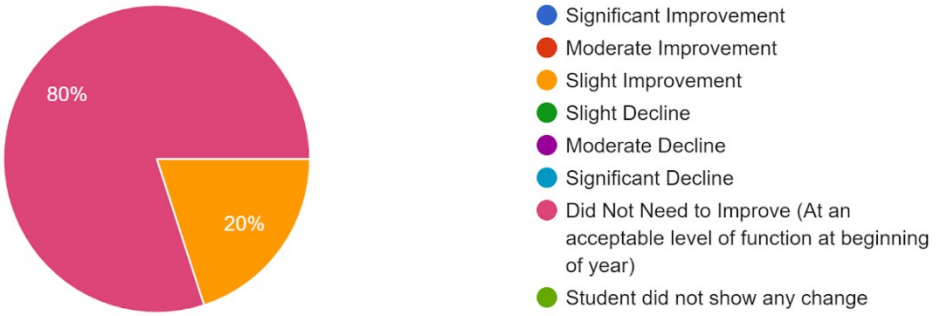


Volunteering (e.g., for extra credit or more responsibilities).

5 responses

Attending class regularly.

5 responses

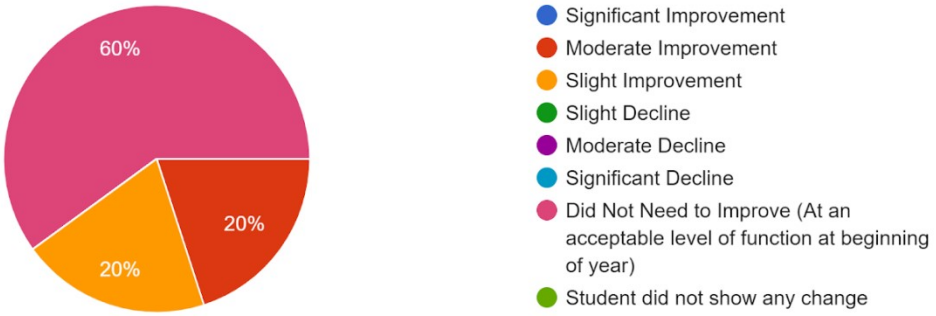



Being attentive in class.

5 responses

Behaving well in class.

5 responses



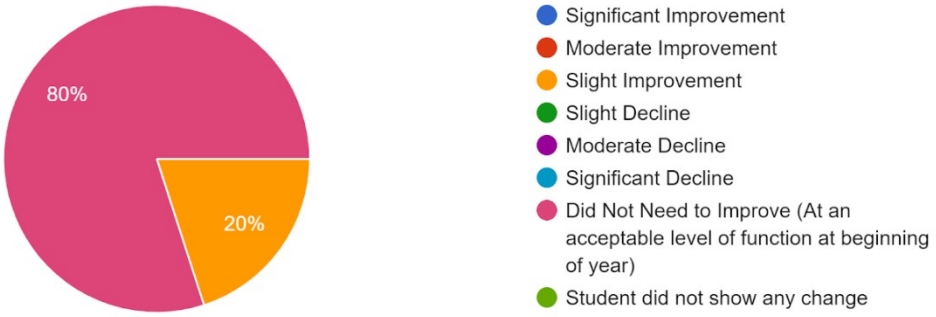

Academic performance.

5 responses

Coming to school motivated to learn.

5 responses

Getting along well with other students.
5 responses




2nd grade teacher survey data:

Turning in his/her homework on time
36 responses

Completing homework to your satisfaction.
36 responses

Participating in class.

36 responses

Volunteering (e.g., for extra credit or more responsibilities).

36 responses

Attending class regularly.

36 responses

Being attentive in class.

36 responses

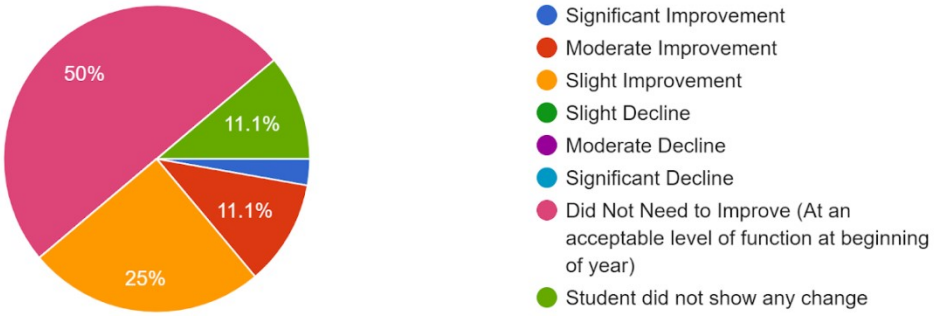
Behaving well in class.

36 responses

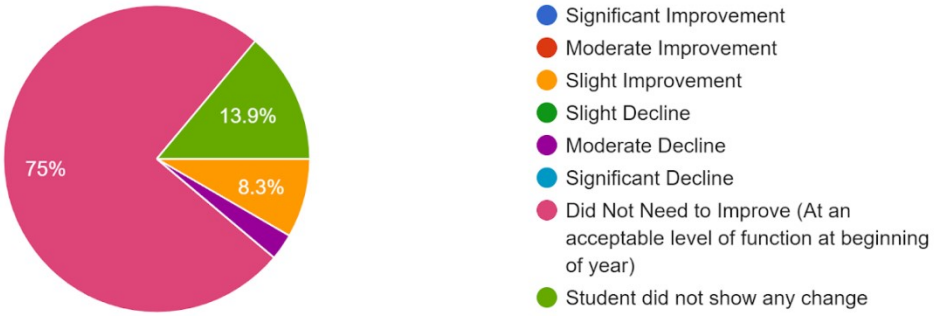
Academic performance.

36 responses

Coming to school motivated to learn.
36 responses




Getting along well with other students.
36 responses




1st grade teacher survey data:

Turning in his/her homework on time
32 responses

Completing homework to your satisfaction.

32 responses

Participating in class.

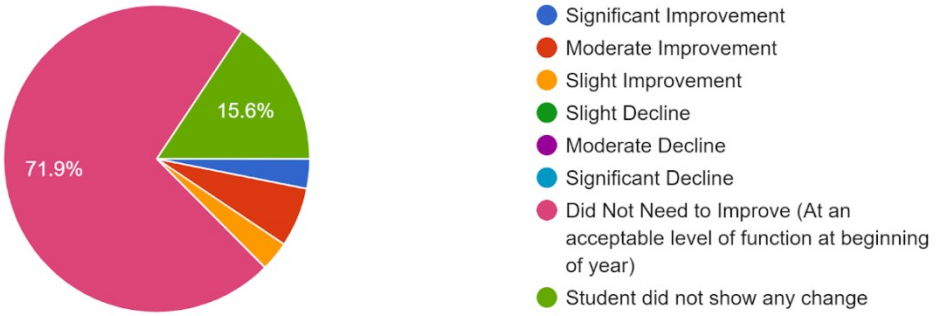
32 responses

Volunteering (e.g., for extra credit or more responsibilities).

32 responses

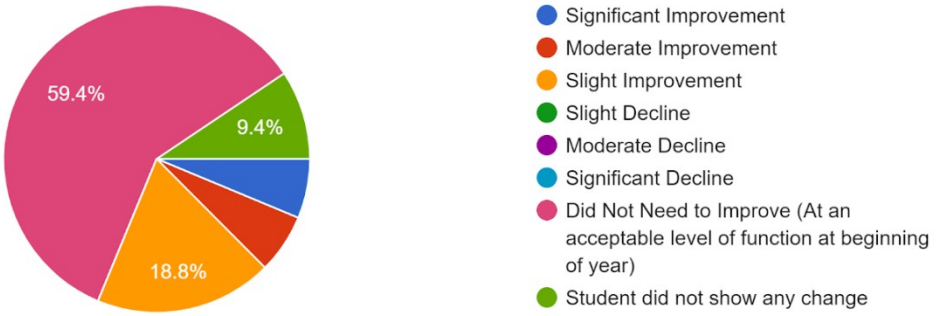
Attending class regularly.

32 responses



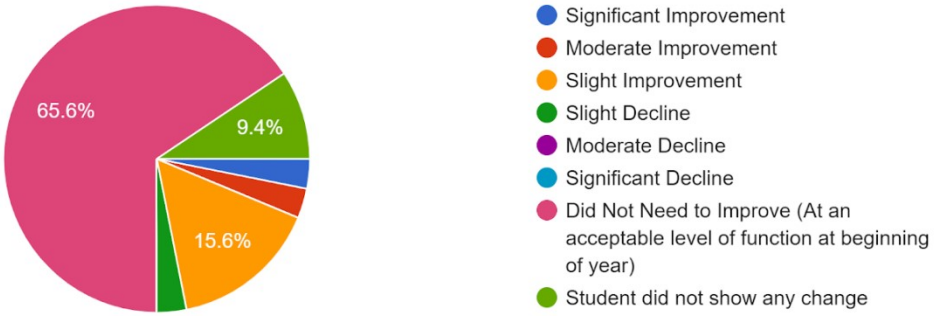

Being attentive in class.

32 responses




Behaving well in class.

32 responses



Academic performance.

32 responses

Coming to school motivated to learn.

32 responses

Getting along well with other students.

32 responses

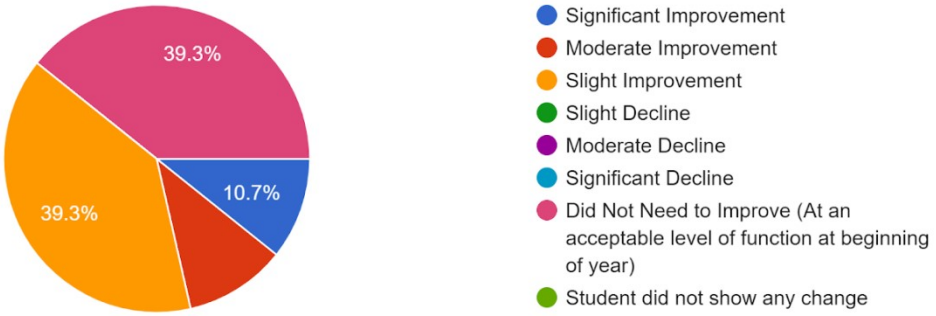
Kindergarten teacher survey data:

Turning in his/her homework on time

28 responses

Completing homework to your satisfaction.

28 responses




Participating in class.

28 responses

Volunteering (e.g., for extra credit or more responsibilities).

28 responses

Attending class regularly.

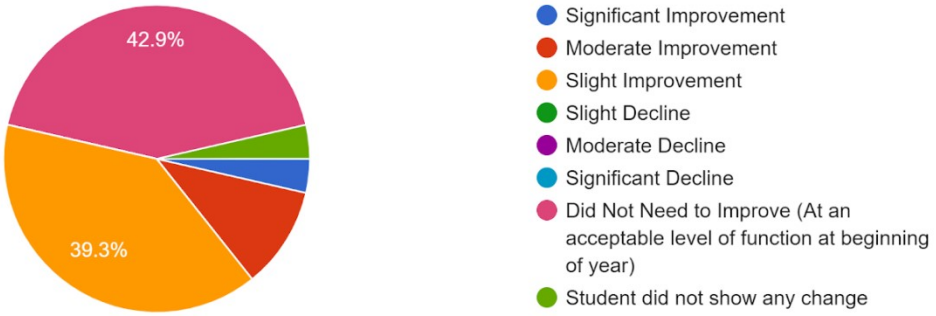
28 responses

Being attentive in class.

28 responses

Behaving well in class.

28 responses

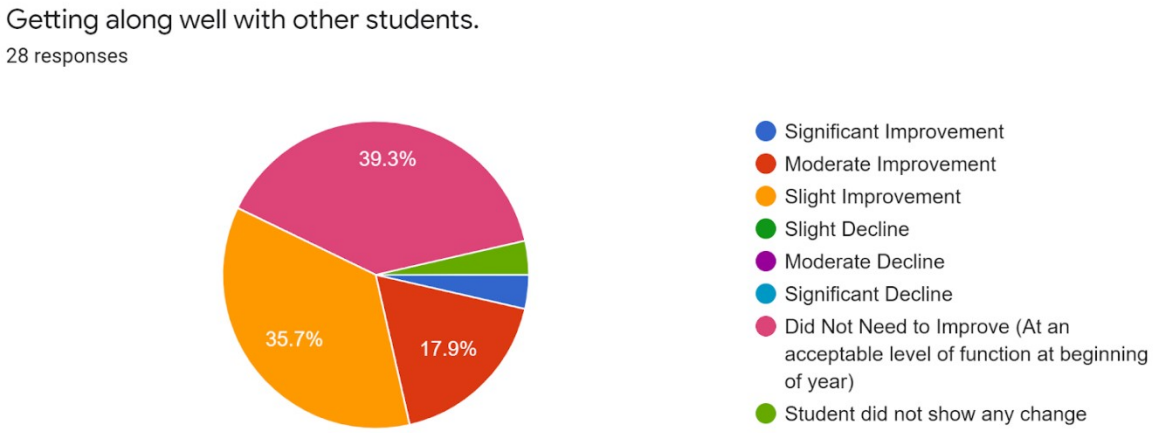



Academic performance.

28 responses

Coming to school motivated to learn.

28 responses




**Activities:**

Academic tutoring and homework assistance was offered to students who attended the program at all three sites.

**Measures, Data Collection, and Analysis:**
Data collected includes teacher surveys (end of year).

**Limitations of Data:**
Data is based on the current year and no outside factors accounted for in the student academic performance. Programming begins early in the school year and changes in academic habits and behaviors may not clearly be reflected in the data. No formalized assessment data available.

**Challenges:**

Teacher Surveys reflect bias. Outside factors may impact student academic performance that is not accounted for in the survey data.

**Summary and Recommendations:**
All sites offer devoted homework/tutoring time each day. The middle school site director checks grades and has implemented a policy reflective of students who play sports. If a student is flunking a class, he/she is not eligible for the enrichment and fun portions of the program until that situation is rectified.

Site directors are in constant contact with school day counselors, teachers, and administrators. Staff can be assigned to monitor student grades at the elementary level and make sure students receive targeted intervention/instruction during the program.

Finally, all sites offer additional homework/tutoring time each morning for 1 hour before school starts. Students are able to bring in any work they were unable to complete at home for assistance from certified teachers or have the teachers assist them in studying for an upcoming test or quiz.

**Objective 2. Participants will demonstrate an increased involvement in school activities and will have opportunities in other subject areas such as technology, arts, music, theater, and sports and other recreation activities.**

Richland County Elementary School East – Avg # of students who participate when that activity is offered

| Activity Type | STEM | Literacy | Tutoring | Homework Help | English Language Learner Support | Arts & Music | Physical Activity | Community Service Learning | Youth Leadership |
|---|---|---|---|---|---|---|---|---|---|
| Avg# | 5-10 | 5-10 | 0 | More than 30 | Less than 5 | 5-10 | More than 30 | Less than 5 | 5-10 |

Richland County Elementary School West – Avg # of students who participate when that activity is offered

| Activity Type | STEM | Literacy | Tutoring | Homework Help | English Language Learners Support | Arts & Music | Physical Activity | Community Service Learning | Youth Leadership |
|---|---|---|---|---|---|---|---|---|---|
| Avg# | 5-10 | 5-10 | More than 30 | 11-20 | 0 | 5-10 | More than 30 | N/A | N/A |

Richland County Middle School- Avg # of students who participate when that activity is offered

| Activity Type | STEM | Literacy | Homework Help | Entrepreneurship | Arts & Music | Physical Activity | Community Service Learning | Drug Prevention | Youth Leadership |
|---|---|---|---|---|---|---|---|---|---|
| Avg# | 5-10 | Less than 5 | 21-30 | 21-30 | 5-10 | 21-30 | Less than 5 | N/A | N/A |

Student Survey – End of Year – Richland County Elementary East & West

| | It is very helpful and so much fun. I LOVE IT! | I like it. It helps me with homework and it's pretty fun. | It is ok, but I would rather go home. | I don't like it |
|---|---|---|---|---|
| How much do you like TigerZone? | 63% | 29.6% | 7.4% | 0 |

| | Yes | No | Sometimes/ Maybe |
|---|---|---|---|
| Are you more likely to come to school on days that we have TigerZone? | 51.9% | 29.6% | 18.5% |
| Do you act better at school so you can stay for TigerZone? | 59.3% | 18.5% | 22.2% |
| Do the teachers seem happy to work at TigerZone? | 81.5% | 0 | 18.5% |
| What activities do you like to do at Tiger Zone? | | | Percentage |
| Fitness/Gym | | | 43.6% |
| Creative Art | | | 58.2% |
| Lego Builds/STEM Activities | | | 58.2% |
| Cooking | | | 85.5% |
| Computers | | | 52.7% |
| Talent Show | | | 38.2% |
| Science | | | 60% |
| Homework/Tutoring | | | 43.6% |
| Art Leadership | | | 30.9% |
| Community Service | | | 47.3% |
| Music | | | 45.5% |
| What other fun or helpful things would you like to do at TigerZone? | | | |
| Answers:<br>Play in the gym<br>math<br>kick ball<br>cooking<br>music<br>Ukulele lessons, going outside<br>Outside creative art<br>Play with trains<br>Draw Ninja Turtles | | | |

| | | | |
|---|---|---|---|
| Play on the playground<br>get free time<br>dodgeball<br>we could work on planting trees<br>we could make art out of food maybe<br>a work out gym<br>Enjoys hands on building<br>kahoot<br>Take a nature walk. Outside activities.<br>Play<br>No<br>Go to the playground.<br>Play at school.<br>have an outside dance party<br>do art<br>I like to get my homework<br>Dodgeball Freeze tag<br>creative<br>help me with homework<br>Just Fun stuff<br>play outside<br>playing fbb<br>Slime, outdoor activities, bike ride,<br>Math<br>going on the playground<br>go outside and read | | | |

Student Surveys – End of Year – Richland County Middle School
** Student Survey data unavailable for 2020-2021 school year.

**Activities:**

Student offerings were very limited this year due to COVID-19. District required groups to remain cohorted and to minimize movement around the building to prevent cross-contamination. Outside resources were available on a very limited basis. Typically students grades 3-5th and 6th-8th are offered a wide variety of activities to choose from on a daily basis to capitalize on student interest. However, this year, students in grades 6th-8th had the options of 1 choice activity daily after their designated homework time. Elementary school students grades 3rd-5th had a scheduled rotation through activities such as gross motor, cooking, STEM and library following designated homework/tutoring time. Individual group teachers were encouraged to incorporate enrichment activities related to music and art when possible.

**Measures, Data Collection, and Analysis:**

Attendance in activities is tracked on a daily basis. Attendance at each program site is tracked immediately. Students must be signed out by an adult to leave the program before the end of the day. School day attendance is mandatory for students to attend the after school program.

**Limitations of Data:**

Mandatory health and safety restriction due to COVID-19 limited program staff and students ability to provide choice in activities and a robust enrichment portion of the program.

**Challenges:**

Mandatory health and safety restriction due to COVID-19. Limited access to community resources that promote the objective due to rural location.

**Summary and Recommendations:**

COVID-19 had a major negative impact towards progress on this objective during the 2020-2021 program year. Due to restrictions and safety measures, students' opportunities to participate in more diverse areas were greatly decreased. However, based on student survey data, students indicated that they enjoy participating in the after school program. It is recommended that site directors review student responses on engaging activities and look for ways to incorporate suggestions to the greatest extent possible. Also, although most students perceive the staff to enjoy participating in the 21st CCLC program, the project director and site directors will continue to monitor staff morale and participation in the daily activities offered through the program and provide support for employee mental health when possible.

**Objective 3. Participants in the program will demonstrate social benefits and exhibit positive behavioral changes.**

**Activities:**

In-person programming offered during the 2020-2021 school year. Students being back in-person for both school day instruction and the before school and after school programming helped students to return to a more sense of "normal". Opportunities for social interactions with peers and academic help provided positive social emotional benefits and interactions. Site directors strive to make the program one of positive relationships with the students and meeting the child's needs. Strong relationships were fostered with many of the students' regular school day teachers continuing to work with them after school. Counselors are available to students and families who participate in the program.

**Measures, Data Collection, and Analysis:**

The classroom teacher survey is collected at the end of the school year program. Student and family surveys are collected at the end of the semester.

**Limitations of Data:**
Only two pieces of data is collected. Teacher bias can come into play with the surveys. Classroom teacher surveys, collected at the end of the program only, do not allow for adjustments to be made until the next year.

**Challenges:**

Not all staff members work to create positive relationships with students, but participate instead for the additional pay. Those staff members are often rigid and do not allow students the flexibility that is encouraged for the after school setting.

**Summary and Recommendations:**

Site directors will make continued efforts to reinforce school day learning in the area of behavior and making good choices. Common vocabulary and on-going communication with building administration will be utilized to strengthen relationships and implement behavioral expectations aligned with school day expectations and behavioral goals. The more structured framework of programming during COVID-19 did result in less behavioral issues during the 2020-2021 school year both during the school day and during the after school program. Social-emotional programming such as Second Step after school is being reviewed as it aligns with the current school day programming utilized by the elementary school sites.

**Objective 4. The 21st CCLC programs will provide opportunities for the community to be involved and will increase family involvement of the participating children.**

**Activities:**

Families are invited to attend activities/events/educational opportunities that are offered collaboratively with the school district and community organizations.

**Measures, Data Collection, and Analysis:**
Attendance at events is recorded through registration sheets at each event. Completion of evaluation forms is a mandatory expectation at each event. Evaluation forms have been presented in electronic and paper formats.

**Limitations of Data:**

Evaluation forms are not completed by all participants. People who do not attend any/few events often do not ever complete a survey or evaluation form, thereby their voices/opinions are never heard.

**Challenges:**

Community involvement and family engagement opportunities were extremely limited during the 2020-2021 program year due to COVID-19 due to fear of the virus and mandatory health and safety procedures and policies. To add to that, families are busy or becoming more disengaged. Activities/events connected to school and after school programs are not a priority with so many other options available. People like/prefer technology based methods of getting information as opposed to face-to-face opportunities. It is somewhat difficult to market an activity that encourages parents to become “better parents”. Parents prefer to attend activities that improve the family unit or that include an entertainment element rather than singling out the parents.

**Summary and Recommendations:**

Parents and families must see an immediate payback to attend face-to-face events. The 21st CCLC program collaborated with other district initiatives to offer "Drive Thru" events that targeted promoting the family unit and interactions at home. Activities related to literacy, and STEM were incorporated into the Drive-Thru events to support core standards and academics. Other formats for family engagement will continue to be explored and the program will continue to enlist community resources and other district initiatives to engage families.

**Objective 5. Programs will provide opportunities, with priority given to all students who are lowest performing and in the greatest need of academic assistance.**

**Activities:**

Prior to registration, program staff reach out to classroom teachers for recommendations on students who they feel are most at-risk and would benefit from participation in the after school program. School day teachers reach out to those parents and recommend the program. The program has found that the initial contact coming from the classroom teacher has a greater potential of recruiting students most in need of the after school program. Once teacher referrals have been enrolled, registration opens to additional students who have an interest in participating in the program and are invited/encouraged to attend the program are those that school day staff or community organizations have referred as being at risk in some way. Other students are welcomed to the program.

**Measures, Data Collection, and Analysis:**

Data collected from sites reveal the demographics of the students who participated in the 21st CCLC program during 2020-2021.

**Limitations of Data:**

No limitations are viewed for the examination of this data. School day office staff and administration provide the necessary information about each student participant using student information system data.

**Challenges:**

Program staff, site directors, and project director always question if students who are of the most need attend the program. Due to the rural location of the sites, some students who would benefit from the program were not allowed to attend due to transportation issues (transportation is provided, but only to bus stops, if a family member cannot make it to the bus stop, some students are excluded), family obligations (older students are needed to babysit younger students), or other obligations for the student (i.e. sports) or family members (i.e. work, taking care of aging parents).

**Summary and Recommendations:**

Current practices and procedures for recruiting and retaining at-risk students are working. Classroom teachers being the initial point of contact with parents to encourage students who are struggling academically to register for the program is effective in assisting the program to reach those with the greatest need and ensure we are servicing those in need of academic support.

**Objective 6. Professional development will be offered by the programs and ISBE to meet the needs of the program, staff, and students.**

**Activities:**

Professional development is offered to 21st CCLC staff on an as-needed/as-wanted basis as well as a required basis.

**Measures, Data Collection, and Analysis:**

Attendance at events is recorded through sign-in sheets or registration confirmation from each event. Sign-in sheets, training agendas, evaluation forms used to document attendance.

**Limitations of Data:**

All participants do not complete evaluation forms. People who do not attend any/few events often do not ever complete a survey or evaluation form, thereby their voices/opinions are never heard. Often, anecdotal questions are left unanswered. Some events are only attended by one staff member (i.e. project director).

**Challenges:**

Adults/teachers are busy. The after-school program employs many school day staff. After working all day, then adding another one-three hours to that work day and meet their own family commitments, leaves little time or desire to attend professional learning. People like/prefer technology based methods of getting information as opposed to face-to-face opportunities.

**Summary and Recommendations:**

Use of web-based/electronic professional development opportunities will be offered to staff, allowing people to gain the knowledge at a time that is convenient for them. Mandatory meetings and trainings will continue to be attended by appropriate staff as determined by ISBE. For the SY2021-2022 school year, staff will be allowed to choose topics and delivery formats that support their learning styles and time availability. Site directors will offer one-four hours of professional learning that staff can use to meet and plan together, research, work through online training (i.e. Y4Y offerings), meet with directors, or choose a book or journal article to read together and study.

**Objective 7. Projects will create sustainability plans to continue the programs beyond the federal funding period.**

With the assistance of all of the many identified agencies, clubs, and organizations, Richland County CUSD#1 has been able to offer a continuum of services to the students and their families. Families' involvement is critically important in supporting the student's success throughout the 21st CCLC programs of Richland County. Our named partners including: Olney Community College (OCC); Trust Bank; First National Bank in Olney; Rotary Groups; Interagency Networking Group; and other local agencies and organizations including SWAN (Stop Women Abuse Now), Good Samaritan of Richland County, Olney Elks Club, and Master's Hand, have assisted the district for many years in addressing educational and related activities that complement and enhance the academic performance, achievement, and positive youth development of the students served. Connections with these groups, especially the banking communities have led to discussions for the future.

The continued components of the program that will be the most difficult to sustain will be the salaries for the certified and non-certified (but very committed) staff. These effects will be most noticed during the homework and tutoring components of the program initially. A lack of transportation for students, especially the younger ones and ones who live in rural/remote locations and for those whose parents do not have a reliable means of transportation will also be a barrier. Salaries and transportation are the two biggest expenses for the program.

Program staff has been fortunate to develop collaborative relationships with the 4-H and Ag in the Classroom providers in our county. Their programs also provide funding and staffing to offer children and families opportunities that would otherwise not exist. These partnerships continue to be a source of new ideas and prospects for our students. Their focus is on science, technology, engineering and mathematics (STEM), which is well aligned to several of our academic and college and career readiness goals for the 21st CCLC.

**Other Objectives/Findings:**

- Students want to come on days when the program is not available.
- Having to turn away people who want to work with the kids and program-Site directors have a waiting list of people who want to become part of the program.
- COVID-19 had a major impact on the extension activities during the 2020-2021 program year and will continue to have a significant impact on the 2021-2022 program year.

## V. Overall Recommendations and Action Plans

Strengths:

- Classroom teachers are the best asset in the recruitment of students most in need of before and after school support.
- Academic tutoring and homework assistance offered to students who attended the program at all sites. Teachers report an improvement in student academic performance.
- Staff members are encouraged to offer programs and activities within their assigned cohorts that match the goals of the program in non-traditional ways.

- Site directors strive to make the program one of positive relationships with the students and meeting the child's needs. Counselors can be available to students and families who participate in the program upon request.
- Out of the Box thinking for family engagement. Families are invited to attend activities/events/educational opportunities that are offered collaboratively with the school district and community organizations.
- Strong referral system for students who are in need of programming through the schools and community.
- Professional development is offered to 21stCCLC staff on an as-needed/as-wanted basis as well as a required basis. Project administration recognizes the importance of professional learning and the impact it has on continuous quality improvement.
- Communication-utilization of automated system to share out information in a timely manner using preferred communication platform (eg. social media, text messaging)

Challenges:

- Limited opportunities due to COVID-19 precautions and restrictions.
- Not all staff members work to create positive relationships with students, but participate instead for the additional pay. Those staff members are often rigid and do not allow students the flexibility that is encouraged for the after school setting.
- Access to resources outside the school district and in the community. The school district is the primary source of supportive resources available in the community as a whole.
- Family Engagement- Disengagement of families from school and after school based functions in general. In addition, today's families are busy. Activities/events connected to school and after school programs are not a priority when so many other options are available.
- Transportation and highly rural area-Program staff, site directors, and project director always question if students who are of the most need attend the program.
- Access to professional learning activities - The majority of program staff are regular school day teachers and staff and are unable to participate in professional learning opportunities provided by after school organizations such as AIR, ACT Now and ISBE as they are busy fulfilling their school job responsibilities when trainings are offered. After working all day, then adding another one-three hours to that work day, leaves little time to expand one's mind, ideas, or personal growth.

Recommendations:

- Continue the on-going collaboration with classroom teachers for referrals and recruitment of students most in need of academic and/or social-emotional support offered by the after school program.
- Exploration of the Second Step for after school programs that aligns with the social-emotional curriculum utilized during the school day to support students' social-emotional well-being.
- Incorporate community resources back into programming to the greatest extent possible to promote career development and college readiness.
- Investigate family engagement strategies to increase family participation.

- Explore current professional development opportunities staff has access to and collaborate with district administration to secure training opportunities that support both school day and after school improvement.
- Continued networking and program advertising and promotions will be utilized to let more people in the community realize the vital work that is happening with Richland County youth during the 21st CCLC program. (Project Director and Site Directors will publicize via social media and the local newspaper, attend meetings for local organizations when invited, and be positive models for staff and community members)

## VI. Dissemination of Evaluation

This evaluation will be submitted electronically to the EDC to meet the requirements of the grant. In addition, the evaluation will be presented to the Richland County CUSD#1 School Board and administrators during the January 2022 school board meeting. This will be in conjunction with a presentation about the benefits of the 21st CCLC for the students of Richland County. After presentation to the Board of Education, the evaluation report will be posted on the district website for public review.

**2021 Tax Levy**
**Richland County Community Unit School District No. 1**
**Olney, Illinois 62450**

**2021 Tax Levy** **Payable in 2022** **FY23 Budget**

**2020 EAV $250,653,111**

**2021 Estimated EAV $263,185,767**
**EAV Increase - 5.00%**
**Total Levy Increase 4.57%**
**Aggregate (less Bonds) Levy Increase 4.99%**
**No Truth in Taxation Hearing Required**

**2021 Estimated EAV $262,534,068**
EAV Increase - 4.74%
Levy Increase 4.41%
Aggregate (less bonds) Levy Increase 4.80%

475

| Fund | 2020 Extension | 2020 Tax Rate | 2021 Levy | Estimated Extension | Estimated Rate |
|---|---|---|---|---|---|
| Education | $ 4,604,461 | $ 1.8400 | **$ 4,842,619** | $ 4,830,627 | $ 1.8400 |
| Building | $ 1,251,212 | $ 0.5000 | **$ 1,315,929** | $ 1,312,670 | $ 0.5000 |
| Transportation | $ 500,485 | $ 0.2000 | **$ 526,372** | $ 525,068 | $ 0.2000 |
| Working Cash | $ 125,121 | $ 0.0500 | **$ 131,593** | $ 131,267 | $ 0.0500 |
| IMRF* | $ 599,602 | $ 0.2392 | **$ 800,000** | $ 800,000 | $ 0.3047 |
| Social Security* | $ 299,814 | $ 0.1196 | **$ 400,000** | $ 400,000 | $ 0.1524 |
| Fire Protection | $ 125,121 | $ 0.0500 | **$ 131,593** | $ 131,267 | $ 0.0500 |
| Tort Immunity* | $ 1,531,949 | $ 0.6112 | **$ 1,340,915** | $ 1,340,915 | $ 0.5108 |
| Special Ed. | $ 100,097 | $ 0.0400 | **$ 105,275** | $ 105,014 | $ 0.0400 |
| Lease | $ - | $ - | | $ - | |
| Sub Total | **$ 9,137,862** | **$ 3.6500** | **$ 9,594,296** | **$ 9,576,828** | **$ 3.6479** |
| Bonds | $ 1,726,961 | $ 0.6896 | **$ 1,767,570** | $ 1,767,570 | $ 0.6733 |
| Total with Bonds | **$ 10,864,823** | **$ 4.3396** | **$ 11,361,866** | **$ 11,344,398** | **$ 4.3212** |

***Unrestricted Funds**

**12/16/2021**

# 2021 Tax Levy Presentation

Thursday, December 16, 2021 @ 6:00 p.m.
Richland County Community Unit School District #1
Richland County High School Science Commons

# Introduction

Welcome to the Richland County Community Unit School District No. 1 Board of Education Meeting.  Tonight we are discussing our 2021 Tax Levy.

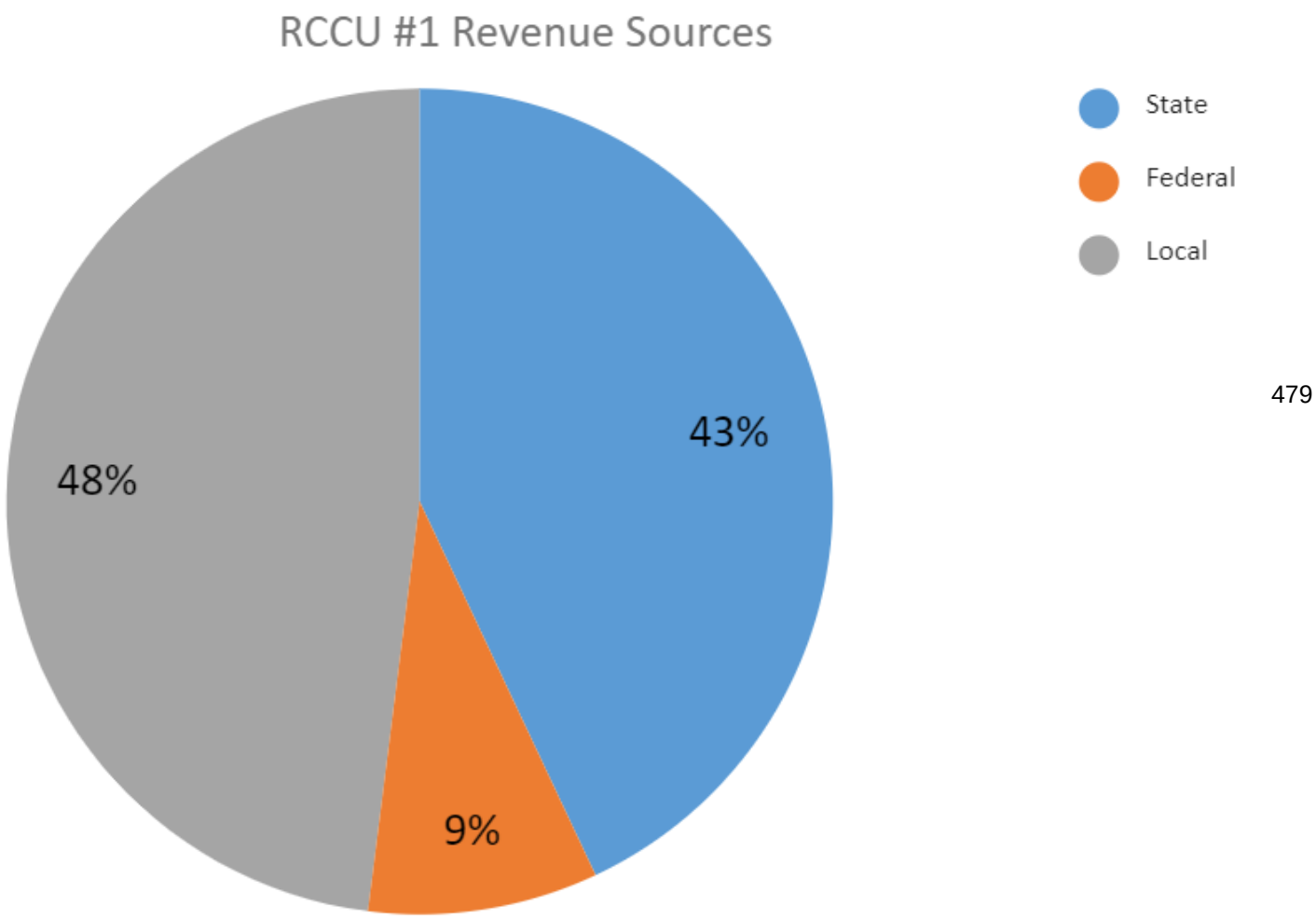
Each year our district must levy or take action on a specified timetable to certify the amount of revenue required from local taxes.  When we consider the levy we are looking to the next year.  We file the levy now, the money is collected next summer and we will receive the revenue next summer/fall.



In the packet you will find:

- Budget & Levy Cycle
- Steps of Levy Adoption
- 2021 Tax Levy Narrative
- 2021 Tax Levy

We thank you for attending tonight's meeting.


RCCU #1 Revenue Sources
State
Federal
Local
43%
9%
48%

# What is a Tax Levy?

- The amount of money a taxing body (in our case a school district) requests to be raised from property tax.
- Most importantly, the tax levy is an ESTIMATE.
- A tax levy extension is the actual dollar amount to be generated by property taxes.
- School districts receive ....
    - no more than requested and
    - no more than entitled to by law.

# 2 Components of Property Taxes

1. Equalized Assessed Value (EAV)
    - A property's valuation after county and state equalization are performed. By law, property is to be assessed at one-third of its fair market value.
    - Example: If Fair Market Value is $150,000, the EAV would be $50,000.

1. Tax Rate
    - The amount of property taxes extended, expressed as a percentage of EAV.
    - Example: a rate of 4.32% computes to a tax bill of $4.32 per $100 of EAV

# Budget and Levy Cycle

Taxing Body:

- Prepares tentative budget
- Publishes Notice of Public Hearing; puts tentative budget on display 30 days before public hearing
- Holds public hearing
- Passes budget with changes in form of ordinances
- Publishes levy and holds public hearing if Truth in Taxation Act applies (levy greater than 105% of last year's extension)

# Budget and Levy Cycle (contd.)

County Clerk:

- Calculated tax rates for each combination of taxing districts
- Extends taxes on equalized assessed value and enters in Collector's books
- Delivers Collector's books to county treasurer by December



County Treasurer:

- Prepares and mails tax bills
- Collects first installment for real estate
- Distributes tax money proportionately to taxing districts as tax money is collected
- Collects second installment for real estate
- Prepares delinquent tax list and sends Notice of Application for Judgment on Real Estate

# Budget and Levy Cycle (contd.)

Circuit Court:

- Pronounces judgment for sale of real estate due to nonpayment of taxes and rules on tax objections



County Clerk & Treasurer:

- Administers sale of real estate due to nonpayment of taxes

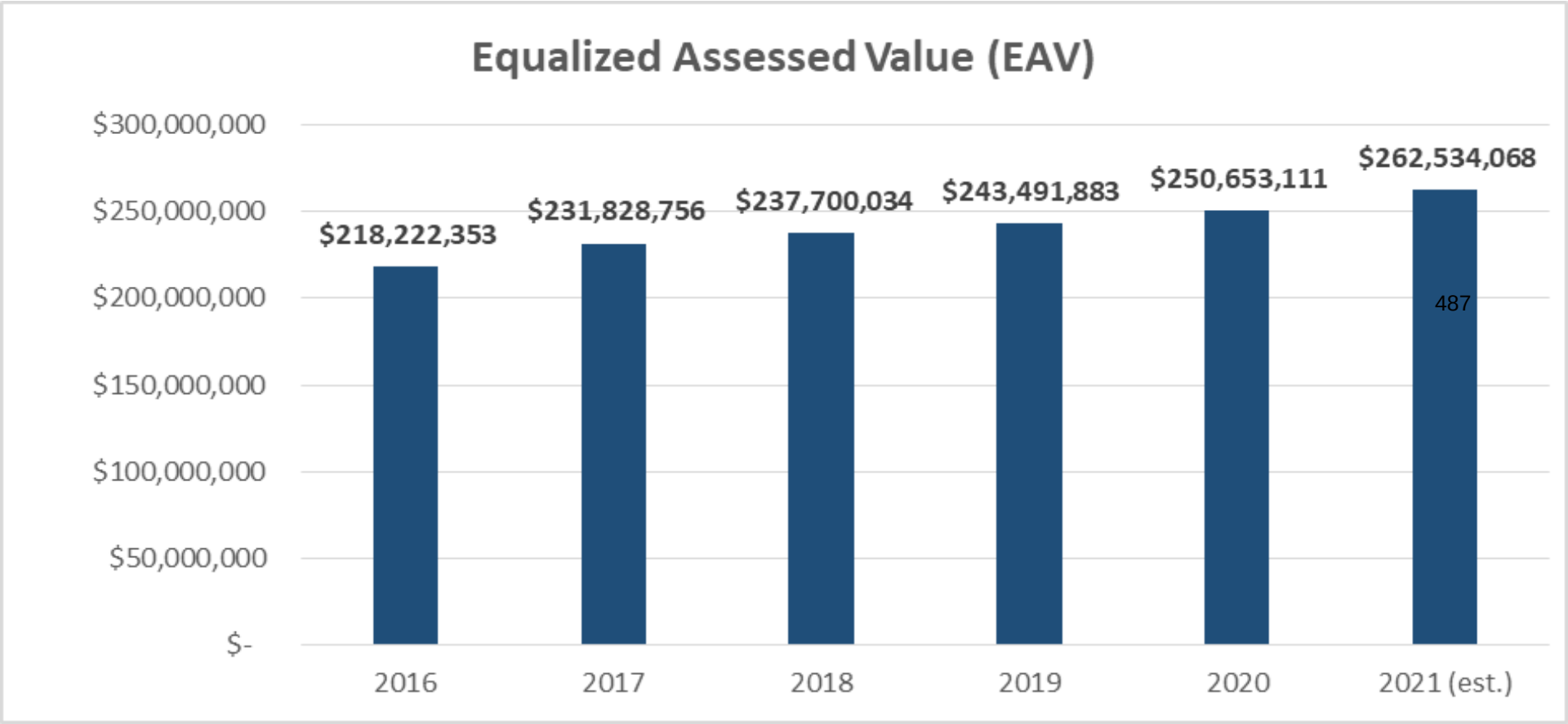
# Steps of Levy Adoption

1. District determines on a fund-by-fund basis the total revenue required for the coming school year.
2. District projects expenditures for the next year and estimates the revenue from all sources. The difference is the need for property taxes. **The reality is that the school district needs all of the tax revenue that it can legally secure.**
3. The formula governing tax revenue for each fund is subject to a maximum rate without referendum (see rates on next slide).
4. No levy action is needed for the Bond and Interest fund. The County Clerk extends taxes for debt service based on the levy resolutions that were filed when the bonds were sold. **However, we always work closely with the clerk's office and the bond company to assure the correct amount and payment.**
5. No expenditures can be made from the Working Cash fund.
6. The final step in the levy process is to add up all of the levies in all the funds.

# Levy Adoption

- When the levy exceeds the previous tax year's operating fund extension by more than 5 percent then we are required to publish a Truth-in-Taxation notice and hold a hearing.
  This levy request does not require a Truth-in-Taxation hearing.

- The levy must be filed by the fourth Tuesday in December on the state issued form with the clerks of Clay, Jasper, Lawrence, Richland, and Wayne Counties.  The clerks date, stamp, and return a copy to the district.

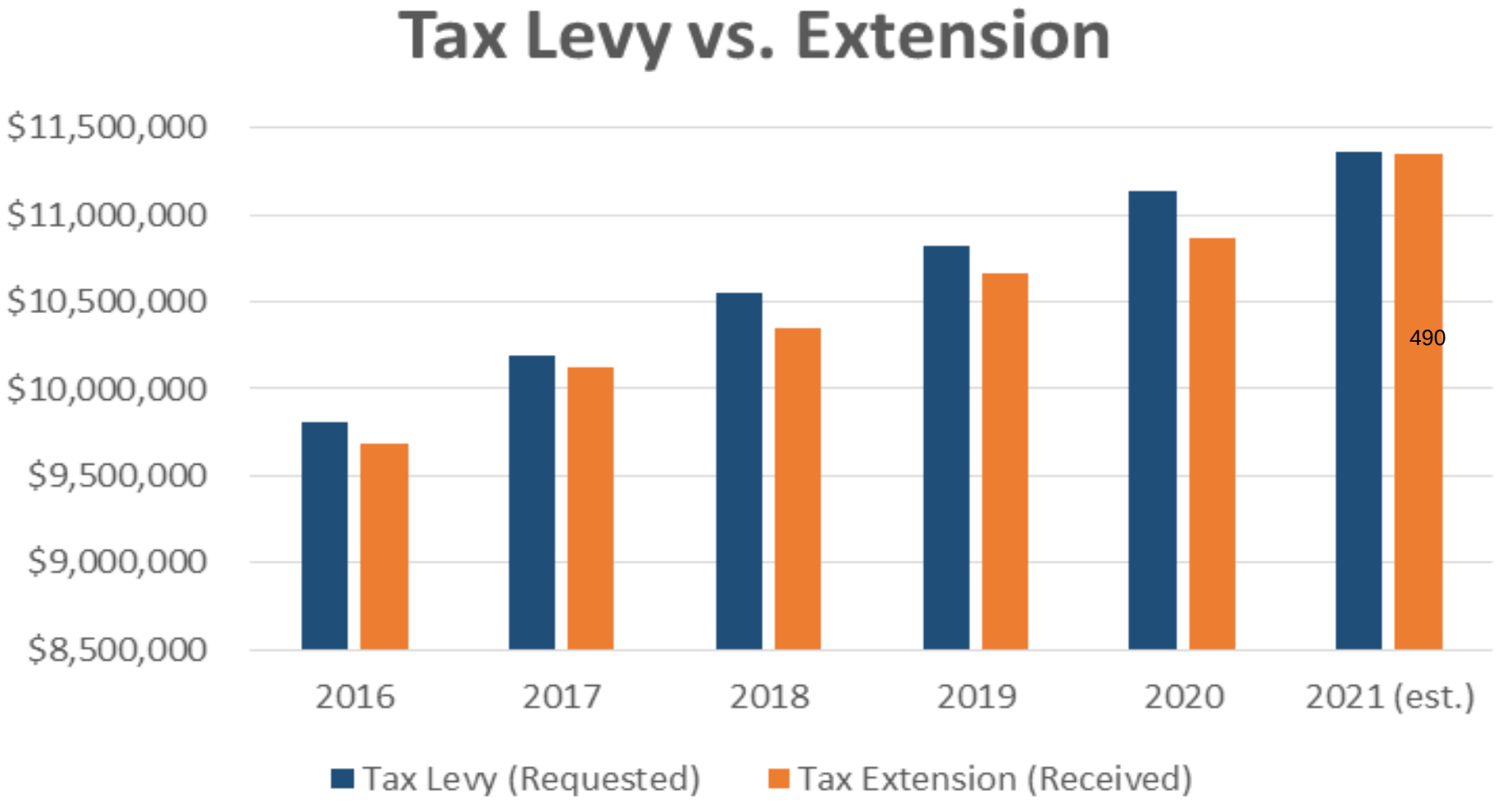

Equalized Assessed Value (EAV)
$300,000,000
$250,000,000
$200,000,000
$150,000,000
$100,000,000
$50,000,000
$-
$218,222,353
$231,828,756
$237,700,034
$243,491,883
$250,653,111
$262,534,068
487
2016
2017
2018
2019
2020
2021 (est.)

# Tax Rates by Fund

| | | | |
|---|---|---|---|
| **Education** | $1.84 | **Social Security** | As needed |
| **Operations & Maintenance** | $0.50 | **Fire & Safety Protection** | $0.05 |
| **Transportation** | $0.20 | **Tort Immunity** | As needed |
| **Working Cash** | $0.05 | **Special Education** | $0.04 |
| **IMRF** | As needed | **Bond & Interest** | As needed |

# Previous Years' Tax Rates

| Levy Year | Aggregate Rate (less bonds) | Overall Rate |
|---|---|---|
| 2016 | 3.7350 | 4.4859 |
| 2017 | 3.6700 | 4.3814 |
| 2018 | 3.6542 | 4.3497 |
| 2019 | 3.6808 | 4.3789 |
| 2020 | 3.6500 | 4.3396 |
| **5-Year Average** | **3.6780** | **4.3871** |


Tax Levy vs. Extension
$11,500,000
$11,000,000
$10,500,000
$10,000,000
$9,500,000
$9,000,000
$8,500,000
2016
2017
2018
2019
2020
2021 (est.)
490
Tax Levy (Requested)
Tax Extension (Received)

**2021 Tax Levy**
**RCCU #1**
**Olney Illinois, 62450**

**Taxes Payable in 2022**
**for FY23 Budget**

**2020 EAV $250,653,111**

**2021 Estimated EAV**
**$263,185,767**
**EAV Increase - 5.00%**
**Total Levy Increase**
**Aggregate (less Bonds) Levy**
**Increase 4.99%**
**No Truth in Taxation Hearing**
**Required**

**2021 Estimated EAV $262,534,068**
EAV Increase - 4.74%
Levy Increase 4.41%
Aggregate (less bonds) Levy
Increase 4.80%

***Unrestricted Funds**

| Fund | 2020 Extension | 2020 Tax Rate | 2021 Levy | Estimated Extension | Estimated Rate |
|---|---|---|---|---|---|
| Education | $ 4,604,461 | $ 1.8400 | **$ 4,842,619** | $ 4,830,627 | $ 1.8400 |
| Building | $ 1,251,212 | $ 0.5000 | **$ 1,315,929** | $ 1,312,670 | $ 0.5000 |
| Transportation | $ 500,485 | $ 0.2000 | **$ 526,372** | $ 525,068 | $ 0.2000 |
| Working Cash | $ 125,121 | $ 0.0500 | **$ 131,593** | $ 131,267 | $ 0.0500 |
| IMRF* | $ 599,602 | $ 0.2392 | **$ 800,000** | $ 800,000 | $ 0.3047 |
| Social Security* | $ 299,814 | $ 0.1196 | **$ 400,000** | $ 400,000 | 491 $ 0.1524 |
| Fire Protection | $ 125,121 | $ 0.0500 | **$ 131,593** | $ 131,267 | $ 0.0500 |
| Tort Immunity* | $ 1,531,949 | $ 0.6112 | **$ 1,340,915** | $ 1,340,915 | $ 0.5108 |
| Special Ed. | $ 100,097 | $ 0.0400 | **$ 105,275** | $ 105,014 | $ 0.0400 |
| Lease | $ - | $ - | | $ - | |
| Sub Total | **$ 9,137,862** | **$ 3.6500** | **$ 9,594,296** | **$ 9,576,828** | **$ 3.6479** |
| Bonds | $ 1,726,961 | $ 0.6896 | **$ 1,767,570** | $ 1,767,570 | $ 0.6733 |
| Total with Bonds | **$ 10,864,823** | **$ 4.3396** | **$ 11,361,866** | **$ 11,344,398** | **$ 4.3212** |

# 2021 Tax Levy Presentation

Thursday, December 16, 2021 @ 6:00 p.m.
Richland County Community Unit School District #1
Richland County High School Science Commons

# Introduction

Welcome to the Richland County Community Unit School District No. 1 Board of Education Meeting. Tonight we are discussing our 2021 Tax Levy.

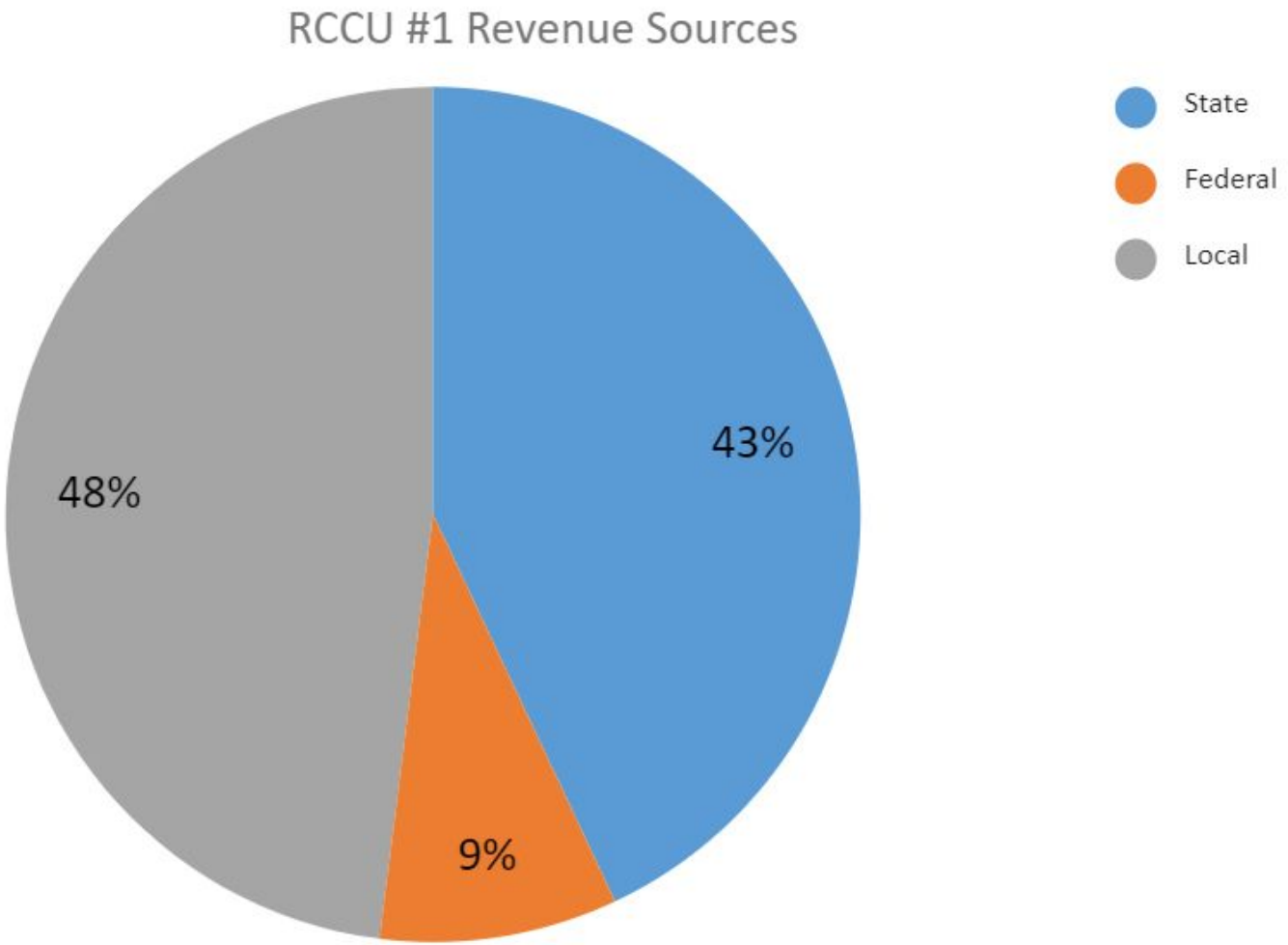
Each year our district must levy or take action on a specified timetable to certify the amount of revenue required from local taxes. When we consider the levy we are looking to the next year. We file the levy now, the money is collected next summer and we will receive the revenue next summer/fall.



In the packet you will find:

- Budget & Levy Cycle
- Steps of Levy Adoption
- 2021 Tax Levy Narrative
- 2021 Tax Levy

We thank you for attending tonight's meeting.


RCCU #1 Revenue Sources
State
Federal
Local
43%
9%
48%

# What is a Tax Levy?

- The amount of money a taxing body (in our case a school district) requests to be raised from property tax.
- Most importantly, the tax levy is an ESTIMATE.
- A tax levy extension is the actual dollar amount to be generated by property taxes.
- School districts receive ....
    - no more than requested and
    - no more than entitled to by law.

# 2 Components of Property Taxes

1. Equalized Assessed Value (EAV)
    - A property's valuation after county and state equalization are performed. By law, property is to be assessed at one-third of its fair market value.
    - Example: If Fair Market Value is $150,000, the EAV would be $50,000.

2. Tax Rate
    - The amount of property taxes extended, expressed as a percentage of EAV.
    - Example: a rate of 4.32% computes to a tax bill of $4.32 per $100 of EAV

# Budget and Levy Cycle

Taxing Body:

- Prepares tentative budget
- Publishes Notice of Public Hearing; puts tentative budget on display 30 days before public hearing
- Holds public hearing
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# Budget and Levy Cycle (contd.)

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- Calculated tax rates for each combination of taxing districts
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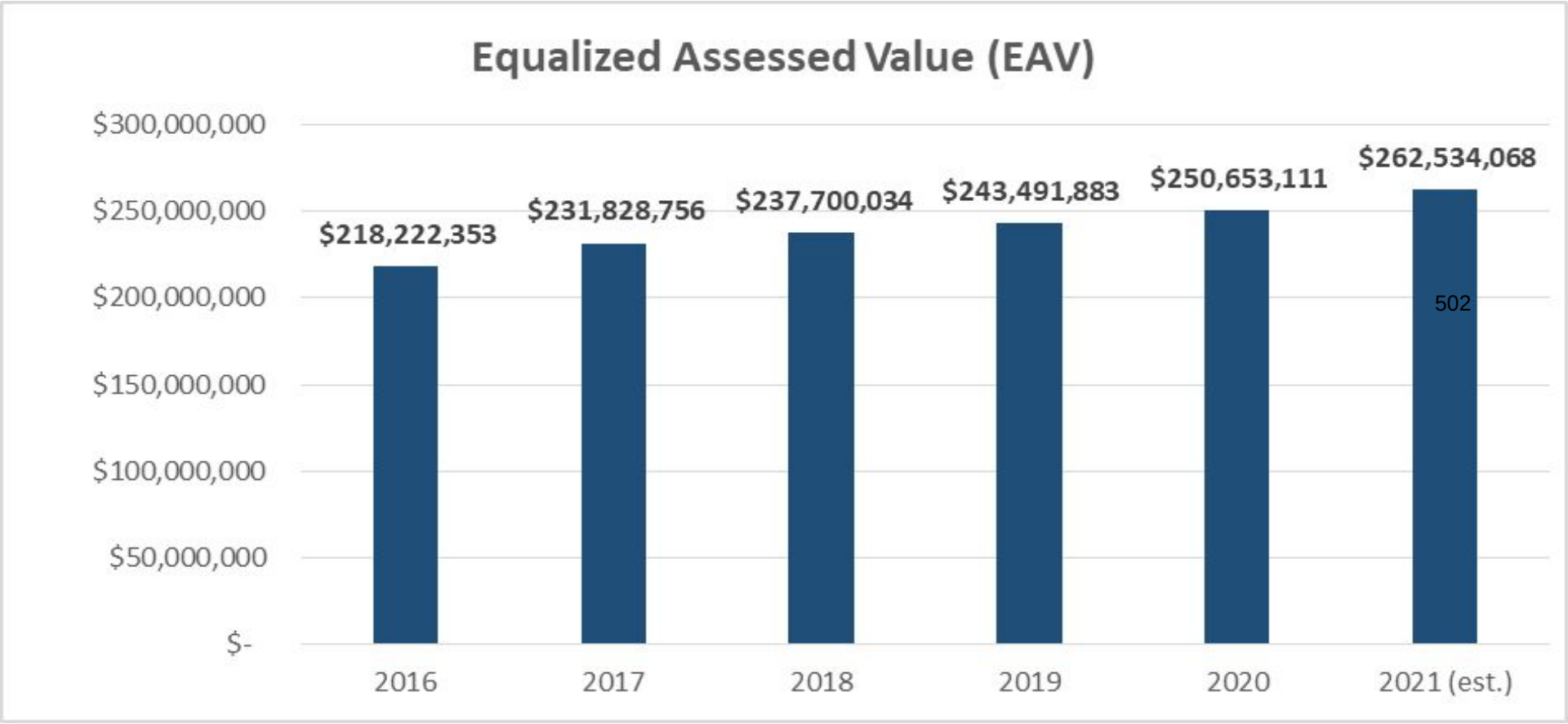
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**Olney Illinois, 62450**

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**2020 EAV $250,653,111**

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| Total with Bonds | **$ 10,864,823** | **$ 4.3396** | **$ 11,361,866** | **$ 11,344,398** | **$ 4.3212** |

## Executive Summary:

1. A roof analysis of the Middle School was performed in November of 2021; all findings and conditions of the roofs can be found in the Richland County Middle School Master Roof Report; all findings and conditions of the roofs were put into a capital planning system that will allow administrators to see current conditions and estimated cost for replacement, restoration, and repairs.

2. Based on the roof analysis it is recommended to replace sections 2 and 5 due to their poor/failed condition. Please see the roof report for specific conditions and photos.

3. Based on the site conditions and discoveries of Richland County Middle School, careful consideration has gone into a sustainable zero roof leak tolerance design. Therefore, high performance modified systems have been recommended to achieve a long-term responsible design for roof replacement. This allows the district to obtain the best life cycle cost for the taxpayers and lowest liability for the district when it comes to the No Dollar Limit Warranty.

4. The district can also utilize the Omnia or Premier Purchasing Cooperative. Use of **cooperative contracts** reduces the cost of goods and services by aggregating the purchasing power of public agencies nationwide. The State of Illinois and the Illinois State Board of Education recommend and utilize purchasing cooperatives. These contracts are allowed for not-for-profit agencies to save Time, Money, Effort, and Duplication.

## Life Cycle Cost Considerations:

1. 30-Year Warrantied systems can be restored at the end of warranty to extend to roof service life an additional 20 years, therefore providing Richland County with a 50–60-year roof system. By installing a longer-term roof system, the cost of ownership is less for the School District and taxpayers. The same can be said for the Fluid applied systems that can be warrantied for 20 years and extended for 10+ years to get the district 30+ years of waterproofing.

2. Longer serviceable roof systems result in a much lower cost of ownership, as well as a much better roof system for the environment as they are not sitting in a landfill.

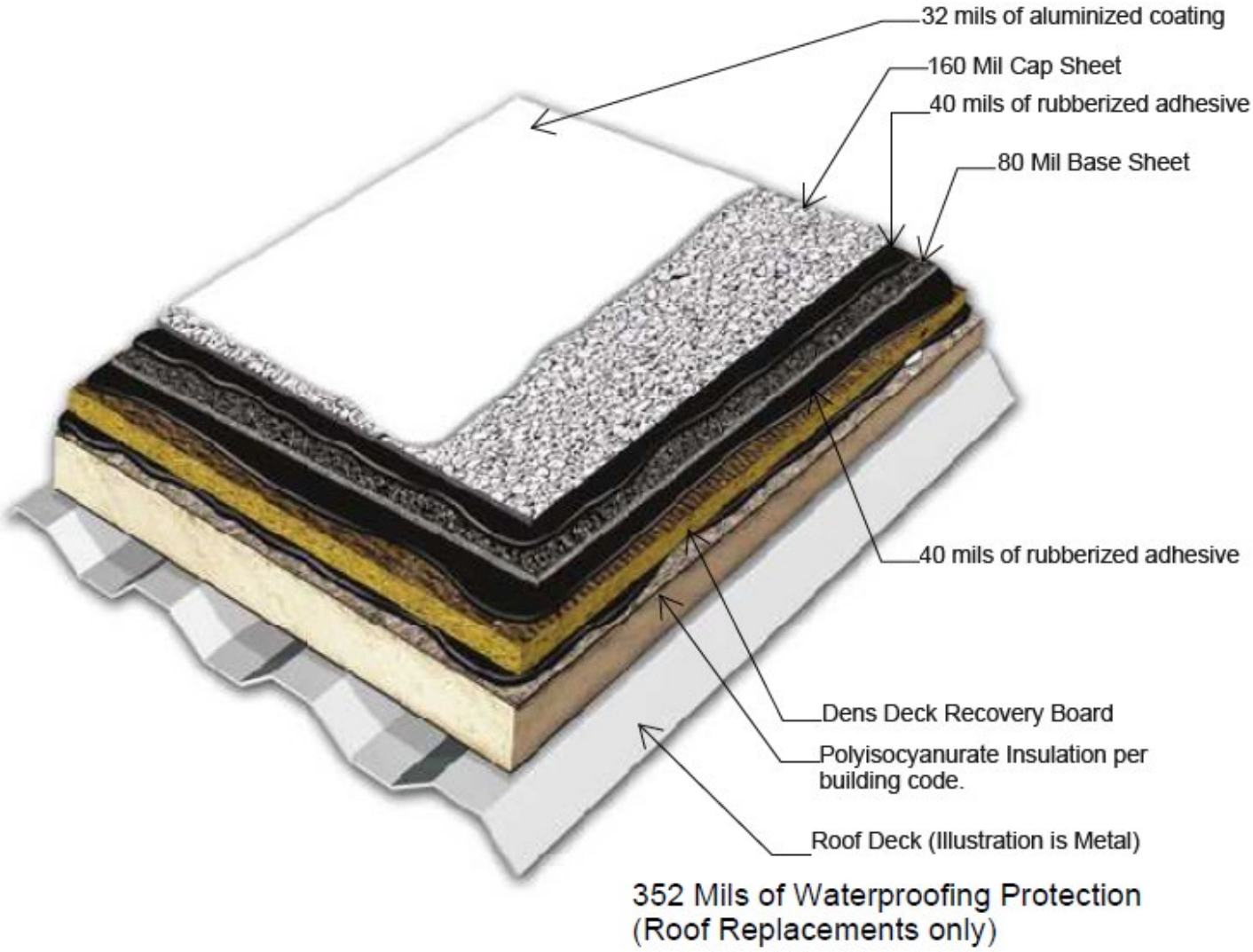
3. High performance modified systems recommended are designed to withstand the harsh climatic conditions found in the Midwest. The modified membrane assembly is designed to withstand severe hail events, severe weather-related events, and wide varying temperature changes which results in thermal shock causing premature failure.

4. Modified systems are much better equipped for Solar Panel Systems due to their multi-ply performance and overall water shedding capabilities. This is mentioned as a lot of districts are considering this in the Midwest.

5. High performance modified systems and Fluid Applied Roof Systems require less maintenance without compromising the life cycle of the roof system.

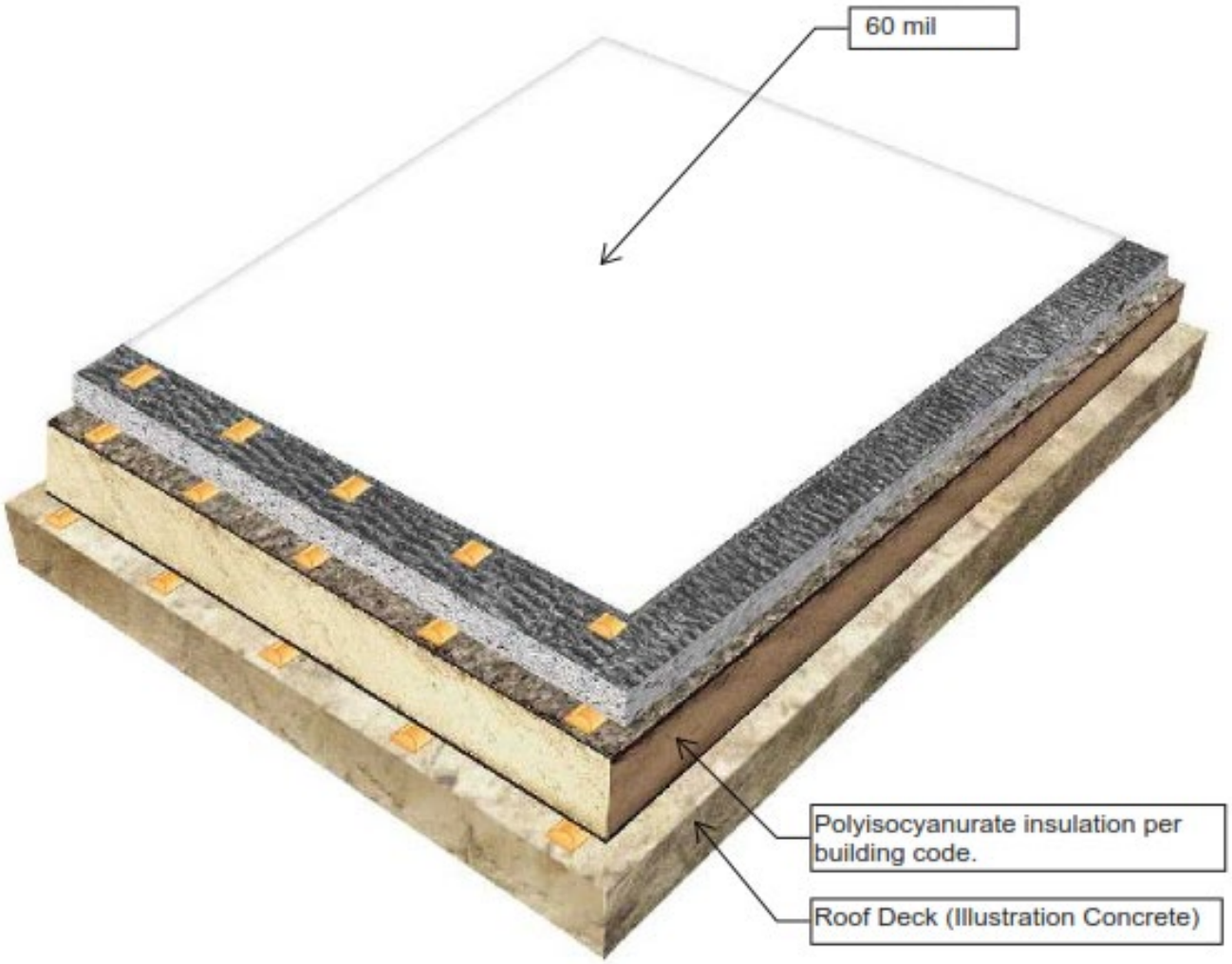
## 2-ply Modified System: Roof Replacements Only

- 30 Year No Dollar Limit Warranty
- Manufacturer is responsible for warranty of labor and material for the life of the warranty
- District can utilize Omnia Partners or Premier purchasing cooperative to same time, money, effort, and duplication.



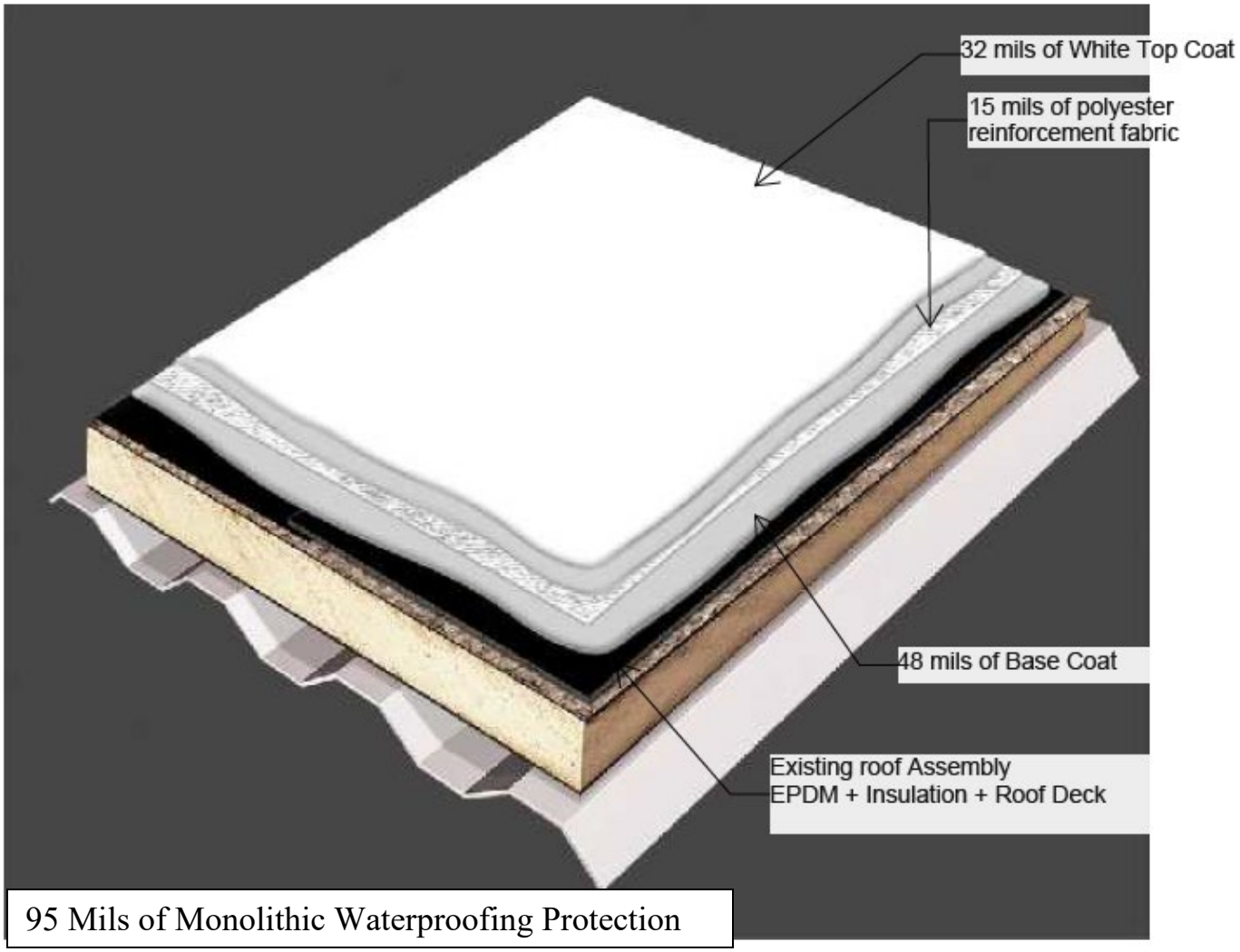
# Single Ply Membrane: Comparison Membrane

- 20 Year Warranty
- 2 Year Labor Warranty
- No Inspection During construction from manufacturer
- 60 Mils of waterproofing vs 352 mils



# Fluid Applied Roof System: Fluid Applied Roof

- 20 Year Labor and Material Warranty
- Fluid applied systems are more environmentally friendly, stronger, and less investment to the district. They can only be used where the existing roof membrane is a candidate.
- Fluid Applied Systems can be reapplied at the end of the warranty to extend the roof life an additional 10-20 years.
- District can utilize Omnia Partners purchasing cooperative to same time, money, effort, and duplication.

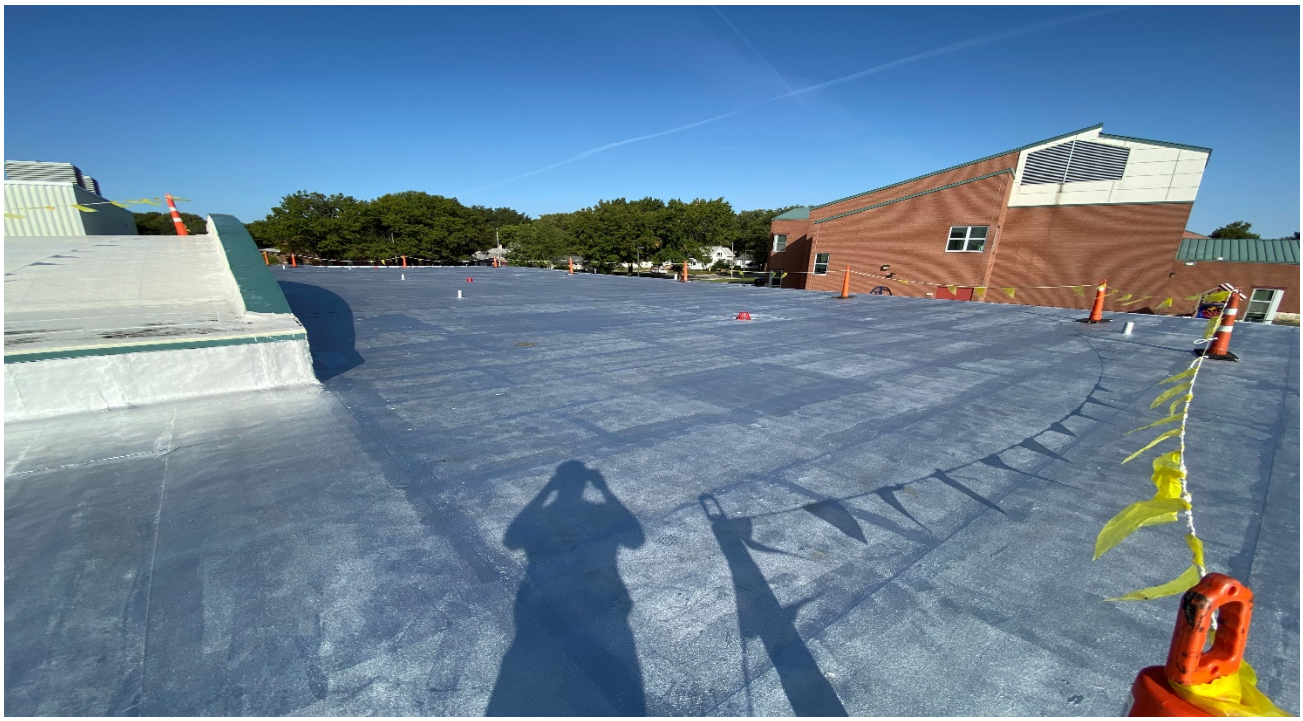



95 Mils of Monolithic Waterproofing Protection

# Roof Photos: Roof Replacement and Restoration

Rivian Normal IL: Roof Replacement 2 ply modified with White Coating

Rivian Normal IL: New Construction 2 ply modified with White Coating



Champaign Early Childhood Center (Roof Replacement 2ply Modified with Aluminum Coating)

Champaign Early Childhood Center (Fluid Applied Roof that allowed the district to save money and be environmentally friendly)

Pontiac Township High School (Fluid Applied Roof that allowed the district to save money and be environmentally friendly)

Shawnee Community College (Fluid Applied Roof that allowed the college to save money and be environmentally friendly)

**RICHLAND COUNTY COMMUNITY UNIT NO. 1**
1100 EAST LAUREL STREET - OLNEY, ILLINOIS 62450 - P/618-395-2324 - F/618-392-4147

**Chris A. Simpson, Superintendent of Schools – Chad LeCrone, Assistant Superintendent**

# TRS Supplemental Savings Plan Resolution
## December 16, 2021

**WHEREAS**, the Richland County CUSD 1 (the "Employer") is a political subdivision of the State of Illinois, or an agency or instrumentality of the State of Illinois or of a political subdivision of the State of Illinois and thus, an eligible employer pursuant to Section 457(e)(1)(A) of the Internal Revenue Code of 1986.

**WHEREAS**, on behalf of certain of its employees, the Employer wishes to adopt the Teachers' Retirement System of the State of Illinois Supplement Savings Plan (the "Supplemental Savings Plan") by entering into an Employer Participation Agreement between the Teachers' Retirement System of the State of Illinois (the "System") and the Employer.

**NOW, THEREFORE, BE IT RESOLVED,** that, effective December 16, 2021, the Employer shall enter into the Employer Participation Agreement, in substantially the same form as presented to the Board of Education of the Employer, subject to the terms and conditions of the Supplemental Savings Plan.

**RESOLVED**, that the appropriate officers of the Employer (the "Authorized Officers") be and hereby are authorized and directed to take any and all further action, including the execution and delivery of documents and instruments, as such Authorized Officers deem necessary or desirable in their sole discretion to effectuate fully and carry out the purposes of the foregoing resolutions and to insure that the Employer performs all of its duties and responsibilities, as set forth in the Employer Participation Agreement and the Supplemental Savings Plan.

_____ _____

Superintendent of Schools Date

_____ _____

RCEA President Date

# RICHLAND COUNTY
# COMMUNITY UNIT SCHOOL DISTRICT NO. 1
# OLNEY, ILLINOIS

## ANNUAL FINANCIAL REPORT,
## SUPPLEMENTARY INFORMATION,
## AND OTHER INFORMATION

## FOR THE YEAR ENDED JUNE 30, 2021

**RICHLAND COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1**
**OLNEY, ILLINOIS**

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**RICHLAND COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1**
**OLNEY, ILLINOIS**

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Corrective Action Plan for Current Year Audit Findings

KEMPER CPA GROUP LLP
Certified Public Accountants and Consultants

# INDEPENDENT AUDITOR'S REPORT

Board of Education
Richland County Community Unit School District No. 1
Olney, Illinois

We have audited the accompanying financial statements of each fund and account group of Richland County Community Unit School District No. 1, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Richland County Community Unit School District No. 1's basic financial statements as listed in the table of contents.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Illinois State Board of Education, as described in Note 1; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

## Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.


802 Old Wheatland Road • P.O. Box 297 • Vincennes, IN 47591
Phone: (812) 882-7730 Fax: (812) 882-7778 kempercpa.com

**Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles**

As described more fully in Note 1, the financial statements are prepared by Richland County Community Unit School District No. 1 on the basis of the financial reporting provisions of the Illinois State Board of Education, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to comply with requirements of the Illinois State Board of Education as defined by Title 23, Education and Cultural Resources, of the Illinois Administrative Code. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

**Adverse Opinion on U.S. Generally Accepted Accounting Principles**

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to in the first paragraph do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of Richland County Community Unit School District No. 1 as of the year ended June 30, 2021 or the changes in its financial position for the year then ended.

**Unqualified Opinions on Regulatory Basis of Accounting**

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets and liabilities arising from cash transactions of each fund and account group of Richland County Community Unit School District No. 1, as of June 30, 2021, and their respective revenues received and expenditures disbursed, where applicable, for the year then ended on the basis of the financial reporting provisions of Illinois State Board of Education as described in Note 1.

**Other Matters**

*Supplementary Information*
Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Richland County Community Unit School District No. 1's basic financial statements. The schedules listed in the table of contents as "Supplementary Information" are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and is also not a required part of the basic financial statements.

The schedules listed in the table of contents as "Supplementary Information", which includes the consolidated year-end financial report and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion the schedules listed in the table of contents as "Supplementary Information", which include the consolidated year-end financial report and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

**Other Matters, Continued**

*Supplementary Information, Continued*
The 2020 comparative information shown in the Schedule of Expenditure of Federal Awards on AFR page 48 was subjected to auditing procedures applied by us and our report dated November 13, 2020 expressed an unmodified opinion that such information was fairly stated in all material respects in relation to the 2020 financial statements taken as a whole.

*Other Information*
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Richland County Community Unit School District No. 1's basic financial statements. The schedules listed in the table of contents as "Other Information", which are the responsibility of management, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 29, 2021, on our consideration of Richland County Community Unit School District No. 1's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Richland County Community Unit School District No. 1's internal control over financial reporting and compliance.

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Vincennes, Indiana
November 29, 2021

# BASIC FINANCIAL STATEMENTS

**BASIC FINANCIAL STATEMENTS**
**STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS**
**STATEMENT OF POSITION AS OF JUNE 30, 2021**

Page 5

| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **ASSETS (Enter Whole Dollars)** | **Acct. #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 3 | **CURRENT ASSETS (100)** | | | | | | | | | | |
| 4 | Cash (Accounts 111 through 115) [1] | | 7,090,366 | 598,491 | 575,276 | 1,103,905 | 289,260 | 270,787 | 735,899 | | 269,471 |
| 5 | Investments | 120 | 5,500,000 | 2,000,000 | | | 1,200,000 | | | | |
| 6 | Taxes Receivable | 130 | | | | | | | | | |
| 7 | Interfund Receivables | 140 | | | | | | | | | |
| 8 | Intergovernmental Accounts Receivable | 150 | | | | | | | | | |
| 9 | Other Receivables | 160 | | | | | | | | | |
| 10 | Inventory | 170 | | | | | | | | | |
| 11 | Prepaid Items | 180 | | | | | | | | | |
| 12 | Other Current Assets (Describe & Itemize) | 190 | | | | | | | | | |
| 13 | **Total Current Assets** | | 12,590,366 | 2,598,491 | 575,276 | 1,103,905 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |
| 14 | **CAPITAL ASSETS (200)** | | | | | | | | | | |
| 15 | Works of Art & Historical Treasures | 210 | | | | | | | | | |
| 16 | Land | 220 | | | | | | | | | |
| 17 | Building & Building Improvements | 230 | | | | | | | | | |
| 18 | Site Improvements & Infrastructure | 240 | | | | | | | | | |
| 19 | Capitalized Equipment | 250 | | | | | | | | | |
| 20 | Construction in Progress | 260 | | | | | | | | | |
| 21 | Amount Available in Debt Service Funds | 340 | | | | | | | | | |
| 22 | Amount to be Provided for Payment on Long-Term Debt | 350 | | | | | | | | | |
| 23 | **Total Capital Assets** | | | | | | | | | | |
| 24 | **CURRENT LIABILITIES (400)** | | | | | | | | | | |
| 25 | Interfund Payables | 410 | | | | | | | | | |
| 26 | Intergovernmental Accounts Payable | 420 | | | | | | | | | |
| 27 | Other Payables | 430 | | | | | | | | | |
| 28 | Contracts Payable | 440 | | | | | | | | | |
| 29 | Loans Payable | 460 | | | | | | | | | |
| 30 | Salaries & Benefits Payable | 470 | | | | | | | | | |
| 31 | Payroll Deductions & Withholdings | 480 | 158,578 | | | 130 | | | | | |
| 32 | Deferred Revenues & Other Current Liabilities | 490 | | | | | | | | | |
| 33 | Due to Activity Fund Organizations | 493 | | | | | | | | | |
| 34 | **Total Current Liabilities** | | 158,578 | 0 | 0 | 130 | 0 | 0 | 0 | 0 | 0 |
| 35 | **LONG-TERM LIABILITIES (500)** | | | | | | | | | | |
| 36 | Long-Term Debt Payable (General Obligation, Revenue, Other) | 511 | | | | | | | | | |
| 37 | **Total Long-Term Liabilities** | | | | | | | | | | |
| 38 | Reserved Fund Balance | 714 | 21,558 | | 514,053 | | | | | | |
| 39 | Unreserved Fund Balance | 730 | 12,410,230 | 2,598,491 | 61,223 | 1,103,775 | 1,489,260 | 270,787 | 735,899 | | 269,471 |
| 40 | Investment in General Fixed Assets | | | | | | | | | | |
| 41 | **Total Liabilities and Fund Balance** | | 12,590,366 | 2,598,491 | 575,276 | 1,103,905 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |
| 42 | | | | | | | | | | | |
| 43 | **ASSETS /LIABILITIES for Student Activity Funds** | | | | | | | | | | |
| 44 | **CURRENT ASSETS (100) for Student Activity Funds** | | | | | | | | | | |
| 45 | Student Activity Fund Cash and Investments | 126 | 516,981 | | | | | | | | |
| 46 | **Total Student Activity Current Assets For Student Activity Funds** | | 516,981 | | | | | | | | |
| 47 | **CURRENT LIABILITIES (400) For Student Activity Funds** | | | | | | | | | | |
| 48 | Total Current Liabilities For Student Activity Funds | | 0 | | | | | | | | |
| 49 | Reserved Student Activity Fund Balance For Student Activity Funds | 715 | 516,981 | | | | | | | | |
| 50 | **Total Student Activity Liabilities and Fund Balance For Student Activity Funds** | | 516,981 | | | | | | | | |
| 51 | | | | | | | | | | | |
| 52 | **Total ASSETS /LIABILITIES District with Student Activity Funds** | | | | | | | | | | |
| 53 | **Total Current Assets District with Student Activity Funds** | | 13,107,347 | 2,598,491 | 575,276 | 1,103,905 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |
| 54 | **Total Capital Assets District with Student Activity Funds** | | | | | | | | | | |
| 55 | **CURRENT LIABILITIES (400) District with Student Activity Funds** | | | | | | | | | | |
| 56 | **Total Current Liabilities District with Student Activity Funds** | | 158,578 | 0 | 0 | 130 | 0 | 0 | 0 | 0 | 0 |
| 57 | **LONG-TERM LIABILITIES (500) District with Student Activity Funds** | | | | | | | | | | |
| 58 | **Total Long-Term Liabilities District with Student Activity Funds** | | | | | | | | | | |
| 59 | Reserved Fund Balance District with Student Activity Funds | 714 | 538,539 | 0 | 514,053 | 0 | 0 | 0 | 0 | 0 | 0 |
| 60 | Unreserved Fund Balance District with Student Activity Funds | 730 | 12,410,230 | 2,598,491 | 61,223 | 1,103,775 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |
| 61 | Investment in General Fixed Assets District with Student Activity Funds | | | | | | | | | | |
| 62 | **Total Liabilities and Fund Balance District with Student Activity Funds** | | 13,107,347 | 2,598,491 | 575,276 | 1,103,905 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |



The notes to the financial statements are an integral part of these statements

**BASIC FINANCIAL STATEMENTS**
**STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS**
**STATEMENT OF POSITION AS OF JUNE 30, 2021**

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| | A | B | L | M | N |
|---|---|---|---|---|---|
| 1 | | | | Account Groups | |
| 2 | **ASSETS (Enter Whole Dollars)** | **Acct. #** | **Agency Fund** | **General Fixed Assets** | **General Long-Term Debt** |
| 3 | **CURRENT ASSETS (100)** | | | | |
| 4 | Cash (Accounts 111 through 115) [1] | | 146,045 | | |
| 5 | Investments | 120 | | | |
| 6 | Taxes Receivable | 130 | | | |
| 7 | Interfund Receivables | 140 | | | |
| 8 | Intergovernmental Accounts Receivable | 150 | | | |
| 9 | Other Receivables | 160 | | | |
| 10 | Inventory | 170 | | | |
| 11 | Prepaid Items | 180 | | | |
| 12 | Other Current Assets (Describe & Itemize) | 190 | | | |
| 13 | **Total Current Assets** | | 146,045 | | |
| 14 | **CAPITAL ASSETS (200)** | | | | |
| 15 | Works of Art & Historical Treasures | 210 | | | |
| 16 | Land | 220 | | 581,937 | |
| 17 | Building & Building Improvements | 230 | | 69,529,750 | |
| 18 | Site Improvements & Infrastructure | 240 | | 1,293,287 | |
| 19 | Capitalized Equipment | 250 | | 6,622,378 | |
| 20 | Construction in Progress | 260 | | | |
| 21 | Amount Available in Debt Service Funds | 340 | | | 575,276 |
| 22 | Amount to be Provided for Payment on Long-Term Debt | 350 | | | 39,953,646 |
| 23 | **Total Capital Assets** | | | 78,027,352 | 40,528,922 |
| 24 | **CURRENT LIABILITIES (400)** | | | | |
| 25 | Interfund Payables | 410 | | | |
| 26 | Intergovernmental Accounts Payable | 420 | | | |
| 27 | Other Payables | 430 | | | |
| 28 | Contracts Payable | 440 | | | |
| 29 | Loans Payable | 460 | | | |
| 30 | Salaries & Benefits Payable | 470 | | | |
| 31 | Payroll Deductions & Withholdings | 480 | | | |
| 32 | Deferred Revenues & Other Current Liabilities | 490 | | | |
| 33 | Due to Activity Fund Organizations | 493 | 146,045 | | |
| 34 | **Total Current Liabilities** | | 146,045 | | |
| 35 | **LONG-TERM LIABILITIES (500)** | | | | |
| 36 | Long-Term Debt Payable (General Obligation, Revenue, Other) | 511 | | | 40,528,922 |
| 37 | **Total Long-Term Liabilities** | | | | 40,528,922 |
| 38 | Reserved Fund Balance | 714 | | | |
| 39 | Unreserved Fund Balance | 730 | | | |
| 40 | Investment in General Fixed Assets | | | 78,027,352 | |
| 41 | **Total Liabilities and Fund Balance** | | 146,045 | 78,027,352 | 40,528,922 |
| 42 | | | | | |
| 43 | **ASSETS /LIABILITIES for Student Activity Funds** | | | | |
| 44 | **CURRENT ASSETS (100) for Student Activity Funds** | | | | |
| 45 | Student Activity Fund Cash and Investments | 126 | | | |
| 46 | **Total Student Activity Current Assets For Student Activity Funds** | | | | |
| 47 | **CURRENT LIABILITIES (400) For Student Activity Funds** | | | | |
| 48 | Total Current Liabilities For Student Activity Funds | | | | |
| 49 | Reserved Student Activity Fund Balance For Student Activity Funds | 715 | | | |
| 50 | **Total Student Activity Liabilities and Fund Balance For Student Activity Funds** | | | | |
| 51 | | | | | |
| 52 | **Total ASSETS /LIABILITIES District with Student Activity Funds** | | | | |
| 53 | **Total Current Assets District with Student Activity Funds** | | 146,045 | | |
| 54 | **Total Capital Assets District with Student Activity Funds** | | | 78,027,352 | 40,528,922 |
| 55 | **CURRENT LIABILITIES (400) District with Student Activity Funds** | | | | |
| 56 | **Total Current Liabilities District with Student Activity Funds** | | 146,045 | | |
| 57 | **LONG-TERM LIABILITIES (500) District with Student Activity Funds** | | | | |
| 58 | **Total Long-Term Liabilities District with Student Activity Funds** | | | | 40,528,922 |
| 59 | Reserved Fund Balance District with Student Activity Funds | 714 | 0 | | |
| 60 | Unreserved Fund Balance District with Student Activity Funds | 730 | 0 | | |
| 61 | Investment in General Fixed Assets District with Student Activity Funds | | | 78,027,352 | |
| 62 | **Total Liabilities and Fund Balance District with Student Activity Funds** | | 146,045 | 78,027,352 | 40,528,922 |

The notes to the financial statements are an integral part of these statements

# BASIC FINANCIAL STATEMENT
## STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
## ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2021

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description (Enter Whole Dollars)** | **Acct #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/ Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 3 | **RECEIPTS/REVENUES** | | | | | | | | | | |
| 4 | **LOCAL SOURCES** | **1000** | 5,905,300 | 1,332,848 | 2,703,144 | 606,395 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 5 | **FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT** | **2000** | 0 | 0 | | 0 | 0 | | | | |
| 6 | **STATE SOURCES** | **3000** | 11,533,192 | 0 | 0 | 1,025,344 | 0 | 0 | 0 | 0 | 0 |
| 7 | **FEDERAL SOURCES** | **4000** | 3,524,708 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 8 | **Total Direct Receipts/Revenues** | | 20,963,200 | 1,332,848 | 2,703,144 | 1,631,739 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 9 | *Receipts/Revenues for "On Behalf" Payments* [2] | 3998 | 8,655,527 | | | | | | | | 524 |
| 10 | **Total Receipts/Revenues** | | 29,618,727 | 1,332,848 | 2,703,144 | 1,631,739 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 11 | **DISBURSEMENTS/EXPENDITURES** | | | | | | | | | | |
| 12 | **Instruction** | **1000** | 11,349,492 | | | | 302,203 | | | 754,247 | |
| 13 | **Support Services** | **2000** | 5,765,190 | 2,951,312 | | 1,207,940 | 567,189 | 11,414,246 | | 817,232 | 14,893 |
| 14 | **Community Services** | **3000** | 394,710 | 0 | | 0 | 22,121 | | | 0 | |
| 15 | **Payments to Other Districts & Governmental Units** | **4000** | 1,282,034 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 16 | **Debt Service** | **5000** | 0 | 0 | 2,189,091 | 0 | 0 | | | 0 | 0 |
| 17 | **Total Direct Disbursements/Expenditures** | | 18,791,426 | 2,951,312 | 2,189,091 | 1,207,940 | 891,513 | 11,414,246 | | 1,571,479 | 14,893 |
| 18 | *Disbursements/Expenditures for "On Behalf" Payments* [2] | 4180 | 8,655,527 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 19 | **Total Disbursements/Expenditures** | | 27,446,953 | 2,951,312 | 2,189,091 | 1,207,940 | 891,513 | 11,414,246 | | 1,571,479 | 14,893 |
| 20 | **Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures** [3] | | 2,171,774 | (1,618,464) | 514,053 | 423,799 | 110,180 | (11,005,459) | 147,414 | 0 | 112,967 |
| 21 | **OTHER SOURCES/USES OF FUNDS** | | | | | | | | | | |
| 22 | **OTHER SOURCES OF FUNDS (7000)** | | | | | | | | | | |
| 23 | **PERMANENT TRANSFER FROM VARIOUS FUNDS** | | | | | | | | | | |
| 24 | Abolishment of the Working Cash Fund [12] | 7110 | | | | | | | | | |
| 25 | Abatement of the Working Cash Fund [12] | 7110 | | | | | | 2,200,000 | | | |
| 26 | Transfer of Working Cash Fund Interest | 7120 | | | | | | | | | |
| 27 | Transfer Among Funds | 7130 | | | | | | | | | |
| 28 | Transfer of Interest | 7140 | | | | | | | | | |
| 29 | Transfer from Capital Project Fund to O&M Fund | 7150 | | | | | | | | | |
| 30 | Transfer of Excess Fire Prevention & Safety Tax and Interest Proceeds to O&M Fund [4] | 7160 | | | | | | | | | |
| 31 | Transfer to Excess Fire Prevention & Safety Bond and Interest Proceeds to Debt Service Fund [5] | 7170 | | | | | | | | | |
| 32 | **SALE OF BONDS (7200)** | | | | | | | | | | |
| 33 | Principal on Bonds Sold | 7210 | | | | | | | | | |
| 34 | Premium on Bonds Sold | 7220 | | | | | | | | | |
| 35 | Accrued Interest on Bonds Sold | 7230 | | | | | | | | | |
| 36 | Sale or Compensation for Fixed Assets [6] | 7300 | | 2,500 | | | | | | | |
| 37 | Transfer to Debt Service to Pay Principal on Capital Leases | 7400 | | | 0 | | | | | | |
| 38 | Transfer to Debt Service to Pay Interest on Capital Leases | 7500 | | | 0 | | | | | | |
| 39 | Transfer to Debt Service to Pay Principal on Revenue Bonds | 7600 | | | 0 | | | | | | |
| 40 | Transfer to Debt Service Fund to Pay Interest on Revenue Bonds | 7700 | | | 0 | | | | | | |
| 41 | Transfer to Capital Projects Fund | 7800 | | | | | | 0 | | | |
| 42 | ISBE Loan Proceeds | 7900 | | | | | | | | | |
| 43 | Other Sources Not Classified Elsewhere | 7990 | | | | | | | | | |
| 44 | **Total Other Sources of Funds** | | 0 | 2,500 | 0 | 0 | 0 | 2,200,000 | 0 | 0 | 0 |
| 45 | **OTHER USES OF FUNDS (8000)** | | | | | | | | | | |

The notes to the financial statements are an integral part of these statements

# BASIC FINANCIAL STATEMENT
## STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
## ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2021

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | Description (Enter Whole Dollars) | Acct # | Educational | Operations & Maintenance | Debt Services | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 46 | **PERMANENT TRANSFER TO VARIOUS OTHER FUNDS (8100)** | | | | | | | | | | |
| 47 | Abolishment or Abatement of the Working Cash Fund [12] | 8110 | | | | | | | 2,200,000 | | |
| 48 | Transfer of Working Cash Fund Interest [12] | 8120 | | | | | | | 0 | | |
| 49 | Transfer Among Funds | 8130 | | | | | | | | | |
| 50 | Transfer of Interest | 8140 | | | | | | | | | |
| 51 | Transfer from Capital Project Fund to O&M Fund | 8150 | | | | | | 0 | | | |
| 52 | Transfer of Excess Fire Prevention & Safety Tax & Interest Proceeds to O&M Fund [4] | 8160 | | | | | | | | | 525 0 |
| 53 | Transfer of Excess Fire Prevention & Safety Bond and Interest Proceeds to Debt Service Fund [5] | 8170 | | | | | | | | | 0 |
| 54 | Taxes Pledged to Pay Principal on Capital Leases | 8410 | | | | | | | | | |
| 55 | Grants/Reimbursements Pledged to Pay Principal on Capital Leases | 8420 | | | | | | | | | |
| 56 | Other Revenues Pledged to Pay Principal on Capital Leases | 8430 | | | | | | | | | |
| 57 | Fund Balance Transfers Pledged to Pay Principal on Capital Leases | 8440 | | | | | | | | | |
| 58 | Taxes Pledged to Pay Interest on Capital Leases | 8510 | | | | | | | | | |
| 59 | Grants/Reimbursements Pledged to Pay Interest on Capital Leases | 8520 | | | | | | | | | |
| 60 | Other Revenues Pledged to Pay Interest on Capital Leases | 8530 | | | | | | | | | |
| 61 | Fund Balance Transfers Pledged to Pay Interest on Capital Leases | 8540 | | | | | | | | | |
| 62 | Taxes Pledged to Pay Principal on Revenue Bonds | 8610 | | | | | | | | | |
| 63 | Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds | 8620 | | | | | | | | | |
| 64 | Other Revenues Pledged to Pay Principal on Revenue Bonds | 8630 | | | | | | | | | |
| 65 | Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds | 8640 | | | | | | | | | |
| 66 | Taxes Pledged to Pay Interest on Revenue Bonds | 8710 | | | | | | | | | |
| 67 | Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds | 8720 | | | | | | | | | |
| 68 | Other Revenues Pledged to Pay Interest on Revenue Bonds | 8730 | | | | | | | | | |
| 69 | Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds | 8740 | | | | | | | | | |
| 70 | Taxes Transferred to Pay for Capital Projects | 8810 | | | | | | | | | |
| 71 | Grants/Reimbursements Pledged to Pay for Capital Projects | 8820 | | | | | | | | | |
| 72 | Other Revenues Pledged to Pay for Capital Projects | 8830 | | | | | | | | | |
| 73 | Fund Balance Transfers Pledged to Pay for Capital Projects | 8840 | | | | | | | | | |
| 74 | Transfer to Debt Service Fund to Pay Principal on ISBE Loans | 8910 | | | | | | | | | |
| 75 | Other Uses Not Classified Elsewhere | 8990 | | | | | | | | | |
| 76 | **Total Other Uses of Funds** | | 0 | 0 | 0 | 0 | 0 | 0 | 2,200,000 | 0 | 0 |
| 77 | **Total Other Sources/Uses of Funds** | | 0 | 2,500 | 0 | 0 | 0 | 2,200,000 | (2,200,000) | 0 | 0 |
| 78 | Excess of Receipts/Revenues and Other Sources of Funds (Over/Under) Expenditures/Disbursements and Other Uses of Funds | | 2,171,774 | (1,615,964) | 514,053 | 423,799 | 110,180 | (8,805,459) | (2,052,586) | 0 | 112,967 |
| 79 | **Fund Balances without Student Activity Funds - July 1, 2020** | | 10,260,014 | 4,214,455 | 61,223 | 679,976 | 1,379,080 | 9,076,246 | 2,788,485 | | 156,504 |
| 80 | Other Changes in Fund Balances - Increases (Decreases) (Describe & Itemize) | | | | | | | | | | |
| 81 | **Fund Balances without Student Activity Funds - June 30, 2021** | | 12,431,788 | 2,598,491 | 575,276 | 1,103,775 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |
| 84 | | | | | | | | | | | |
| 85 | **Student Activity Fund Balance - July 1, 2020** | | 585,327 | | | | | | | | |
| 86 | **RECEIPTS/REVENUES -Student Activity Funds** | | | | | | | | | | |
| 87 | **Total Student Activity Direct Receipts/Revenues** | **1799** | 515,585 | | | | | | | | |
| 88 | **DISBURSEMENTS/EXPENDITURES -Students Activity Funds** | | | | | | | | | | |
| 89 | **Total Student Activity Disbursements/Expenditures** | **1999** | 583,931 | | | | | | | | |
| 90 | **Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures** [3] | | (68,346) | | | | | | | | |
| 91 | **Student Activity Fund Balance - June 30, 2021** | | 516,981 | | | | | | | | |
| 92 | | | | | | | | | | | |
| 93 | **RECEIPTS/REVENUES (with Student Activity Funds)** | | | | | | | | | | |

The notes to the financial statements are an integral part of these statements

# BASIC FINANCIAL STATEMENT
## STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
## ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2021

Page 9

| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | Description (Enter Whole Dollars) | Acct # | Educational | Operations & Maintenance | Debt Services | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 94 | LOCAL SOURCES | 1000 | 6,420,885 | 1,332,848 | 2,703,144 | 606,395 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 95 | FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT | 2000 | 0 | 0 | | 0 | 0 | | | | |
| 96 | STATE SOURCES | 3000 | 11,533,192 | 0 | 0 | 1,025,344 | 0 | 0 | 0 | 0 | 0 |
| 97 | FEDERAL SOURCES | 4000 | 3,524,708 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 98 | Total Direct Receipts/Revenues | | 21,478,785 | 1,332,848 | 2,703,144 | 1,631,739 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 99 | *Receipts/Revenues for "On Behalf" Payments* [2] | 3998 | 8,655,527 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 100 | Total Receipts/Revenues | | 30,134,312 | 1,332,848 | 2,703,144 | 1,631,739 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 101 | DISBURSEMENTS/EXPENDITURES (with Student Activity Funds) | | | | | | | | | | 526 |
| 102 | Instruction | 1000 | 11,933,423 | | | | 302,203 | | | | |
| 103 | Support Services | 2000 | 5,765,190 | 2,951,312 | | 1,207,940 | 567,189 | 11,414,246 | | 817,232 | 14,893 |
| 104 | Community Services | 3000 | 394,710 | 0 | | 0 | 22,121 | | | | |
| 105 | Payments to Other Districts & Governmental Units | 4000 | 1,282,034 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 106 | Debt Service | 5000 | 0 | 0 | 2,189,091 | 0 | 0 | | | 0 | 0 |
| 107 | Total Direct Disbursements/Expenditures | | 19,375,357 | 2,951,312 | 2,189,091 | 1,207,940 | 891,513 | 11,414,246 | | 1,571,479 | 14,893 |
| 108 | *Disbursements/Expenditures for "On Behalf" Payments* [2] | 4180 | 8,655,527 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 109 | Total Disbursements/Expenditures | | 28,030,884 | 2,951,312 | 2,189,091 | 1,207,940 | 891,513 | 11,414,246 | | 1,571,479 | 14,893 |
| 110 | Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures [3] | | 2,103,428 | (1,618,464) | 514,053 | 423,799 | 110,180 | (11,005,459) | 147,414 | 0 | 112,967 |
| 111 | OTHER SOURCES/USES OF FUNDS (with Student Activity Funds) | | | | | | | | | | |
| 112 | OTHER SOURCES OF FUNDS (7000) | | | | | | | | | | |
| 113 | Total Other Sources of Funds | | 0 | 2,500 | 0 | 0 | 0 | 2,200,000 | 0 | 0 | 0 |
| 114 | OTHER USES OF FUNDS (8000) | | | | | | | | | | |
| 115 | Total Other Uses of Funds | | 0 | 0 | 0 | 0 | 0 | 0 | 2,200,000 | 0 | 0 |
| 116 | Total Other Sources/Uses of Funds | | 0 | 2,500 | 0 | 0 | 0 | 2,200,000 | (2,200,000) | 0 | 0 |
| 117 | Fund Balances (All sources with Student Activity Funds) - June 30, 2021 | | 12,948,769 | 2,598,491 | 575,276 | 1,103,775 | 1,489,260 | 270,787 | 735,899 | 0 | 269,471 |

**STATEMENT OF REVENUES RECEIVED/REVENUES**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description** (Enter Whole Dollars) | **Acct #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/ Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 3 | **RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)** | | | | | | | | | | |
| 4 | **AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY** | **1100** | | | | | | | | | |
| 5 | Designated Purposes Levies (1110-1120) [7] | | 4,460,810 | 1,212,177 | 1,693,277 | 484,871 | 598,637 | | 121,218 | 1,529,527 | 121,218 |
| 6 | Leasing Purposes Levy [8] | 1130 | | | | | | | | | |
| 7 | Special Education Purposes Levy | 1140 | 96,974 | | | | | | | | |
| 8 | FICA/Medicare Only Purposes Levies | 1150 | | | | | 299,331 | | | | |
| 9 | Area Vocational Construction Purposes Levy | 1160 | | | | | | | | | |
| 10 | Summer School Purposes Levy | 1170 | | | | | | | | | |
| 11 | Other Tax Levies (Describe & Itemize) | 1190 | | | | | | | | | |
| 12 | **Total Ad Valorem Taxes Levied By District** | | 4,557,784 | 1,212,177 | 1,693,277 | 484,871 | 897,968 | 0 | 121,218 | 1,529,527 | 121,218 |
| 13 | **PAYMENTS IN LIEU OF TAXES** | **1200** | | | | | | | | | |
| 14 | Mobile Home Privilege Tax | 1210 | 31,513 | | | | | | | | |
| 15 | Payments from Local Housing Authorities | 1220 | 13,674 | | | | | | | | |
| 16 | Corporate Personal Property Replacement Taxes [9] | 1230 | 735,455 | | | | 95,000 | | | | |
| 17 | Other Payments in Lieu of Taxes (Describe & Itemize) | 1290 | | | | | | | | | |
| 18 | **Total Payments in Lieu of Taxes** | | 780,642 | 0 | 0 | 0 | 95,000 | 0 | 0 | 0 | 0 |
| 19 | **TUITION** | **1300** | | | | | | | | | |
| 20 | Regular - Tuition from Pupils or Parents (In State) | 1311 | 16,920 | | | | | | | | |
| 21 | Regular - Tuition from Other Districts (In State) | 1312 | | | | | | | | | |
| 22 | Regular - Tuition from Other Sources (In State) | 1313 | | | | | | | | | |
| 23 | Regular - Tuition from Other Sources (Out of State) | 1314 | | | | | | | | | |
| 24 | Summer Sch - Tuition from Pupils or Parents (In State) | 1321 | | | | | | | | | |
| 25 | Summer Sch - Tuition from Other Districts (In State) | 1322 | | | | | | | | | |
| 26 | Summer Sch - Tuition from Other Sources (In State) | 1323 | | | | | | | | | |
| 27 | Summer Sch - Tuition from Other Sources (Out of State) | 1324 | | | | | | | | | |
| 28 | CTE - Tuition from Pupils or Parents (In State) | 1331 | | | | | | | | | |
| 29 | CTE - Tuition from Other Districts (In State) | 1332 | | | | | | | | | |
| 30 | CTE - Tuition from Other Sources (In State) | 1333 | | | | | | | | | |
| 31 | CTE - Tuition from Other Sources (Out of State) | 1334 | | | | | | | | | |
| 32 | Special Ed - Tuition from Pupils or Parents (In State) | 1341 | | | | | | | | | |
| 33 | Special Ed - Tuition from Other Districts (In State) | 1342 | | | | | | | | | |
| 34 | Special Ed - Tuition from Other Sources (In State) | 1343 | | | | | | | | | |
| 35 | Special Ed - Tuition from Other Sources (Out of State) | 1344 | | | | | | | | | |
| 36 | Adult - Tuition from Pupils or Parents (In State) | 1351 | | | | | | | | | |
| 37 | Adult - Tuition from Other Districts (In State) | 1352 | | | | | | | | | |
| 38 | Adult - Tuition from Other Sources (In State) | 1353 | | | | | | | | | |
| 39 | Adult - Tuition from Other Sources (Out of State) | 1354 | | | | | | | | | |
| 40 | **Total Tuition** | | 16,920 | | | | | | | | |
| 41 | **TRANSPORTATION FEES** | **1400** | | | | | | | | | |
| 42 | Regular -Transp Fees from Pupils or Parents (In State) | 1411 | | | | | | | | | |
| 43 | Regular - Transp Fees from Other Districts (In State) | 1412 | | | | 75,539 | | | | | |
| 44 | Regular - Transp Fees from Other Sources (In State) | 1413 | | | | 3,571 | | | | | |
| 45 | Regular - Transp Fees from Co-curricular Activities (In State) | 1415 | | | | 26,260 | | | | | |
| 46 | Regular Transp Fees from Other Sources (Out of State) | 1416 | | | | | | | | | |
| 47 | Summer Sch - Transp. Fees from Pupils or Parents (In State) | 1421 | | | | | | | | | |
| 48 | Summer Sch - Transp. Fees from Other Districts (In State) | 1422 | | | | | | | | | |
| 49 | Summer Sch - Transp. Fees from Other Sources (In State) | 1423 | | | | | | | | | |
| 50 | Summer Sch - Transp. Fees from Other Sources (Out of State) | 1424 | | | | | | | | | |
| 51 | CTE - Transp Fees from Pupils or Parents (In State) | 1431 | | | | | | | | | |
| 52 | CTE - Transp Fees from Other Districts (In State) | 1432 | | | | | | | | | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF REVENUES RECEIVED/REVENUES**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description** (Enter Whole Dollars) | Acct # | Educational | Operations & Maintenance | Debt Services | Transportation | Municipal Retirement/ Social Security | Capital Projects | Working Cash | Tort | Fire Prevention & Safety |
| 53 | CTE - Transp Fees from Other Sources (In State) | 1433 | | | | | | | | | |
| 54 | CTE - Transp Fees from Other Sources (Out of State) | 1434 | | | | | | | | | |
| 55 | Special Ed - Transp Fees from Pupils or Parents (In State) | 1441 | | | | | | | | | |
| 56 | Special Ed - Transp Fees from Other Districts (In State) | 1442 | | | | 905 | | | | | |
| 57 | Special Ed - Transp Fees from Other Sources (In State) | 1443 | | | | | | | | | |
| 58 | Special Ed - Transp Fees from Other Sources (Out of State) | 1444 | | | | | | | | | |
| 59 | Adult - Transp Fees from Pupils or Parents (In State) | 1451 | | | | | | | | | |
| 60 | Adult - Transp Fees from Other Districts (In State) | 1452 | | | | | | | | | |
| 61 | Adult - Transp Fees from Other Sources (In State) | 1453 | | | | | | | | | |
| 62 | Adult - Transp Fees from Other Sources (Out of State) | 1454 | | | | | | | | | |
| 63 | **Total Transportation Fees** | | | | | 106,275 | | | | | |
| 64 | **EARNINGS ON INVESTMENTS** | **1500** | | | | | | | | | |
| 65 | Interest on Investments | 1510 | 147,905 | 19,322 | 22,248 | 14,999 | 8,725 | 8,253 | 26,196 | 9,932 | 6,642 |
| 66 | Gain or Loss on Sale of Investments | 1520 | | | | | | | | | |
| 67 | **Total Earnings on Investments** | | 147,905 | 19,322 | 22,248 | 14,999 | 8,725 | 8,253 | 26,196 | 9,932 | 6,642 |
| 68 | **FOOD SERVICE** | **1600** | | | | | | | | | |
| 69 | Sales to Pupils - Lunch | 1611 | 645 | | | | | | | | |
| 70 | Sales to Pupils - Breakfast | 1612 | 90 | | | | | | | | |
| 71 | Sales to Pupils - A la Carte | 1613 | 228 | | | | | | | | |
| 72 | Sales to Pupils - Other (Describe & Itemize) | 1614 | | | | | | | | | |
| 73 | Sales to Adults | 1620 | 9,083 | | | | | | | | |
| 74 | Other Food Service (Describe & Itemize) | 1690 | 123 | | | | | | | | |
| 75 | **Total Food Service** | | 10,169 | | | | | | | | |
| 76 | **DISTRICT/SCHOOL ACTIVITY INCOME** | **1700** | | | | | | | | | |
| 77 | Admissions - Athletic | 1711 | 5,461 | | | | | | | | |
| 78 | Admissions - Other (Describe & Itemize) | 1719 | | | | | | | | | |
| 79 | Fees | 1720 | | | | | | | | | |
| 80 | Book Store Sales | 1730 | | | | | | | | | |
| 81 | Other District/School Activity Revenue (Describe & Itemize) | 1790 | 82 | | | | | | | | |
| 82 | Student Activity Funds Revenues | 1799 | 515,585 | | | | | | | | |
| 83 | **Total District/School Activity Income (without Student Activity Funds)** | | 5,543 | 0 | | | | | | | |
| 84 | **Total District/School Activity Income (with Student Activity Funds)** | | 521,128 | | | | | | | | |
| 85 | **TEXTBOOK INCOME** | **1800** | | | | | | | | | |
| 86 | Rentals - Regular Textbooks | 1811 | 160,192 | | | | | | | | |
| 87 | Rentals - Summer School Textbooks | 1812 | | | | | | | | | |
| 88 | Rentals - Adult/Continuing Education Textbooks | 1813 | | | | | | | | | |
| 89 | Rentals - Other (Describe & Itemize) | 1819 | | | | | | | | | |
| 90 | Sales - Regular Textbooks | 1821 | | | | | | | | | |
| 91 | Sales - Summer School Textbooks | 1822 | | | | | | | | | |
| 92 | Sales - Adult/Continuing Education Textbooks | 1823 | | | | | | | | | |
| 93 | Sales - Other (Describe & Itemize) | 1829 | | | | | | | | | |
| 94 | Other (Describe & Itemize) | 1890 | | | | | | | | | |
| 95 | **Total Textbook Income** | | 160,192 | | | | | | | | |
| 96 | **OTHER REVENUE FROM LOCAL SOURCES** | **1900** | | | | | | | | | |
| 97 | Rentals | 1910 | 10,000 | | | | | | | | |
| 98 | Contributions and Donations from Private Sources | 1920 | | | | | | | | | |
| 99 | Impact Fees from Municipal or County Governments | 1930 | | | | | | | | | |
| 100 | Services Provided Other Districts | 1940 | 167 | | | | | | | | |
| 101 | Refund of Prior Years' Expenditures | 1950 | 365 | | | | | | | 32,020 | |
| 102 | Payments of Surplus Moneys from TIF Districts | 1960 | | | | | | | | | |
| 103 | Drivers' Education Fees | 1970 | 16,820 | | | | | | | | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF REVENUES RECEIVED/REVENUES**
**FOR THE YEAR ENDING JUNE 30, 2021**

Page 12

| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description** (Enter Whole Dollars) | **Acct #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/ Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 104 | Proceeds from Vendors' Contracts | 1980 | | | | | | | | | |
| 105 | School Facility Occupation Tax Proceeds | 1983 | | | 987,619 | | | 400,534 | | | |
| 106 | Payment from Other Districts | 1991 | | | | | | | | | |
| 107 | Sale of Vocational Projects | 1992 | | | | | | | | | |
| 108 | Other Local Fees (Describe & Itemize) | 1993 | | | | | | | | | |
| 109 | Other Local Revenues (Describe & Itemize) | 1999 | 198,793 | 101,349 | | 250 | | | | | |
| 110 | **Total Other Revenue from Local Sources** | | 226,145 | 101,349 | 987,619 | 250 | 0 | 400,534 | 0 | 32,020 | 0 |
| 111 | **Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)** | **1000** | 5,905,300 | 1,332,848 | 2,703,144 | 606,395 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 112 | **Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)** | **1000** | 6,420,885 | | | | | | | | |
| 113 | **FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)** | | | | | | | | | | |
| 114 | Flow-through Revenue from State Sources | 2100 | | | | | | | | | |
| 115 | Flow-through Revenue from Federal Sources | 2200 | | | | | | | | | |
| 116 | Other Flow-Through (Describe & Itemize) | 2300 | | | | | | | | | |
| 117 | **Total Flow-Through Receipts/Revenues from One District to Another District** | **2000** | 0 | 0 | | 0 | 0 | | | | |
| 118 | **RECEIPTS/REVENUES FROM STATE SOURCES (3000)** | | | | | | | | | | |
| 119 | **UNRESTRICTED GRANTS-IN-AID (3001-3099)** | | | | | | | | | | |
| 120 | Evidence Based Funding Formula (Section 18-8.15) | 3001 | 10,110,660 | | | | | | | | |
| 121 | Reorganization Incentives (Accounts 3005-3021) | 3005 | | | | | | | | | |
| 122 | General State Aid - Fast Growth District Grant | 3030 | | | | | | | | | |
| 123 | Other Unrestricted Grants-In-Aid from State Sources (Describe & Itemize) | 3099 | | | | | | | | | |
| 124 | **Total Unrestricted Grants-In-Aid** | | 10,110,660 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 125 | **RESTRICTED GRANTS-IN-AID (3100 - 3900)** | | | | | | | | | | |
| 126 | **SPECIAL EDUCATION** | | | | | | | | | | |
| 127 | Special Education - Private Facility Tuition | 3100 | 34,345 | | | | | | | | |
| 128 | Special Education - Funding for Children Requiring Sp Ed Services | 3105 | | | | | | | | | |
| 129 | Special Education - Personnel | 3110 | | | | | | | | | |
| 130 | Special Education - Orphanage - Individual | 3120 | 88,132 | | | | | | | | |
| 131 | Special Education - Orphanage - Summer Individual | 3130 | | | | | | | | | |
| 132 | Special Education - Summer School | 3145 | | | | | | | | | |
| 133 | Special Education - Other (Describe & Itemize) | 3199 | | | | | | | | | |
| 134 | **Total Special Education** | | 122,477 | 0 | | 0 | | | | | |
| 135 | **CAREER AND TECHNICAL EDUCATION (CTE)** | | | | | | | | | | |
| 136 | CTE - Technical Education - Tech Prep | 3200 | | | | | | | | | |
| 137 | CTE - Secondary Program Improvement (CTEI) | 3220 | | | | | | | | | |
| 138 | CTE - WECEP | 3225 | | | | | | | | | |
| 139 | CTE - Agriculture Education | 3235 | 28,682 | | | | | | | | |
| 140 | CTE - Instructor Practicum | 3240 | | | | | | | | | |
| 141 | CTE - Student Organizations | 3270 | | | | | | | | | |
| 142 | CTE - Other (Describe & Itemize) | 3299 | 167,133 | | | | | | | | |
| 143 | **Total Career and Technical Education** | | 195,815 | 0 | | | 0 | | | | |
| 144 | **BILINGUAL EDUCATION** | | | | | | | | | | |
| 145 | Bilingual Ed - Downstate - TPI and TBE | 3305 | | | | | | | | | |
| 146 | Bilingual Education Downstate - Transitional Bilingual Education | 3310 | | | | | | | | | |
| 147 | **Total Bilingual Ed** | | 0 | | | | 0 | | | | |

**STATEMENT OF REVENUES RECEIVED/REVENUES**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description** (Enter Whole Dollars) | **Acct #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/ Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 148 | State Free Lunch & Breakfast | 3360 | 3,024 | | | | | | | | |
| 149 | School Breakfast Initiative | 3365 | | | | | | | | | |
| 150 | Driver Education | 3370 | 25,750 | | | | | | | | |
| 151 | Adult Ed (from ICCB) | 3410 | | | | | | | | | |
| 152 | Adult Ed - Other (Describe & Itemize) | 3499 | | | | | | | | | |
| 153 | **TRANSPORTATION** | | | | | | | | | | |
| 154 | Transportation - Regular and Vocational | 3500 | | | | 835,459 | | | | | |
| 155 | Transportation - Special Education | 3510 | | | | 189,885 | | | | | |
| 156 | Transportation - Other (Describe & Itemize) | 3599 | | | | | | | | | |
| 157 | **Total Transportation** | | 0 | 0 | | 1,025,344 | 0 | | | | |
| 158 | Learning Improvement - Change Grants | 3610 | | | | | | | | | |
| 159 | Scientific Literacy | 3660 | | | | | | | | | |
| 160 | Truant Alternative/Optional Education | 3695 | 60,855 | | | | | | | | |
| 161 | Early Childhood - Block Grant | 3705 | 1,011,392 | | | | | | | | |
| 162 | Chicago General Education Block Grant | 3766 | | | | | | | | | |
| 163 | Chicago Educational Services Block Grant | 3767 | | | | | | | | | |
| 164 | School Safety & Educational Improvement Block Grant | 3775 | | | | | | | | | |
| 165 | Technology - Technology for Success | 3780 | | | | | | | | | |
| 166 | State Charter Schools | 3815 | | | | | | | | | |
| 167 | Extended Learning Opportunities - Summer Bridges | 3825 | | | | | | | | | |
| 168 | Infrastructure Improvements - Planning/Construction | 3920 | | | | | | | | | |
| 169 | School Infrastructure - Maintenance Projects | 3925 | | | | | | | | | |
| 170 | Other Restricted Revenue from State Sources (Describe & Itemize) | 3999 | 3,219 | | | | | | | | |
| 171 | **Total Restricted Grants-In-Aid** | | 1,422,532 | 0 | 0 | 1,025,344 | 0 | 0 | 0 | 0 | 0 |
| 172 | **Total Receipts from State Sources** | **3000** | 11,533,192 | 0 | 0 | 1,025,344 | 0 | 0 | 0 | 0 | 0 |
| 173 | **RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)** | | | | | | | | | | |
| 174 | **UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4001-4009)** | | | | | | | | | | |
| 175 | Federal Impact Aid | 4001 | | | | | | | | | |
| 176 | Other Unrestricted Grants-In-Aid Received Directly from the Fed Govt (Describe & Itemize) | 4009 | | | | | | | | | |
| 177 | **Total Unrestricted Grants-In-Aid Received Directly from the Federal Govt** | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 178 | **RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)** | | | | | | | | | | |
| 179 | Head Start | 4045 | | | | | | | | | |
| 180 | Construction (Impact Aid) | 4050 | | | | | | | | | |
| 181 | MAGNET | 4060 | | | | | | | | | |
| 182 | Other Restricted Grants-In-Aid Received Directly from the Federal Govt (Describe & Itemize) | 4090 | | | | | | | | | |
| 183 | **Total Restricted Grants-In-Aid Received Directly from Federal Govt** | | 0 | 0 | | 0 | 0 | 0 | | | 0 |
| 184 | **RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT THRU THE STATE (4100-4999)** | | | | | | | | | | |
| 185 | **TITLE V** | | | | | | | | | | |
| 186 | Title V - Innovation and Flexibility Formula | 4100 | | | | | | | | | |
| 187 | Title V - District Projects | 4105 | | | | | | | | | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF REVENUES RECEIVED/REVENUES**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description** (Enter Whole Dollars) | **Acct #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/ Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 188 | Title V - Rural Education Initiative (REI) | 4107 | | | | | | | | | |
| 189 | Title V - Other (Describe & Itemize) | 4199 | | | | | | | | | |
| 190 | **Total Title V** | | 0 | 0 | | 0 | 0 | | | | |
| 191 | **FOOD SERVICE** | | | | | | | | | | |
| 192 | Breakfast Start-Up Expansion | 4200 | | | | | | | | | |
| 193 | National School Lunch Program | 4210 | 902 | | | | | | | | |
| 194 | Special Milk Program | 4215 | | | | | | | | | |
| 195 | School Breakfast Program | 4220 | 623 | | | | | | | | |
| 196 | Summer Food Service Program | 4225 | 788,278 | | | | | | | | |
| 197 | Child and Adult Care Food Program | 4226 | | | | | | | | | |
| 198 | Fresh Fruits & Vegetables | 4240 | | | | | | | | | |
| 199 | Food Service - Other (Describe & Itemize) | 4299 | | | | | | | | | |
| 200 | **Total Food Service** | | 789,803 | | | | 0 | | | | |
| 201 | **TITLE I** | | | | | | | | | | |
| 202 | Title I - Low Income | 4300 | 661,392 | | | | | | | | |
| 203 | Title I - Low Income - Neglected, Private | 4305 | | | | | | | | | |
| 204 | Title I - Migrant Education | 4340 | | | | | | | | | |
| 205 | Title I - Other (Describe & Itemize) | 4399 | | | | | | | | | |
| 206 | **Total Title I** | | 661,392 | 0 | | 0 | 0 | | | | |
| 207 | **TITLE IV** | | | | | | | | | | |
| 208 | Title IV - Student Support & Academic Enrichment Grant | 4400 | 9,006 | | | | | | | | |
| 209 | Title IV - 21st Century Comm Learning Centers | 4421 | 252,381 | | | | | | | | |
| 210 | Title IV - Other (Describe & Itemize) | 4499 | | | | | | | | | |
| 211 | **Total Title IV** | | 261,387 | 0 | | 0 | 0 | | | | |
| 212 | **FEDERAL - SPECIAL EDUCATION** | | | | | | | | | | |
| 213 | Fed - Spec Education - Preschool Flow-Through | 4600 | 37,073 | | | | | | | | |
| 214 | Fed - Spec Education - Preschool Discretionary | 4605 | | | | | | | | | |
| 215 | Fed - Spec Education - IDEA - Flow Through | 4620 | 605,636 | | | | | | | | |
| 216 | Fed - Spec Education - IDEA - Room & Board | 4625 | 226,947 | | | | | | | | |
| 217 | Fed - Spec Education - IDEA - Discretionary | 4630 | | | | | | | | | |
| 218 | Fed - Spec Education - IDEA - Other (Describe & Itemize) | 4699 | | | | | | | | | |
| 219 | **Total Federal - Special Education** | | 869,656 | 0 | | 0 | 0 | | | | |
| 220 | **CTE - PERKINS** | | | | | | | | | | |
| 221 | CTE - Perkins - Title IIIE - Tech Prep | 4770 | | | | | | | | | |
| 222 | CTE - Other (Describe & Itemize) | 4799 | 22,999 | | | | | | | | |
| 223 | **Total CTE - Perkins** | | 22,999 | 0 | | | 0 | | | | |
| 224 | Federal - Adult Education | 4810 | | | | | | | | | |
| 225 | ARRA - General State Aid - Education Stabilization | 4850 | | | | | | | | | |
| 226 | ARRA - Title I - Low Income | 4851 | | | | | | | | | |
| 227 | ARRA - Title I - Neglected, Private | 4852 | | | | | | | | | |
| 228 | ARRA - Title I - Delinquent, Private | 4853 | | | | | | | | | |
| 229 | ARRA - Title I - School Improvement (Part A) | 4854 | | | | | | | | | |
| 230 | ARRA - Title I - School Improvement (Section 1003g) | 4855 | | | | | | | | | |
| 231 | ARRA - IDEA - Part B - Preschool | 4856 | | | | | | | | | |
| 232 | ARRA - IDEA - Part B - Flow-Through | 4857 | | | | | | | | | |
| 233 | ARRA - Title IID - Technology-Formula | 4860 | | | | | | | | | |
| 234 | ARRA - Title IID - Technology-Competitive | 4861 | | | | | | | | | |
| 235 | ARRA - McKinney - Vento Homeless Education | 4862 | | | | | | | | | |
| 236 | ARRA - Child Nutrition Equipment Assistance | 4863 | | | | | | | | | |
| 237 | Impact Aid Formula Grants | 4864 | | | | | | | | | |
| 238 | Impact Aid Competitive Grants | 4865 | | | | | | | | | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF REVENUES RECEIVED/REVENUES**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (10) | (20) | (30) | (40) | (50) | (60) | (70) | (80) | (90) |
| 2 | **Description** (Enter Whole Dollars) | **Acct #** | **Educational** | **Operations & Maintenance** | **Debt Services** | **Transportation** | **Municipal Retirement/ Social Security** | **Capital Projects** | **Working Cash** | **Tort** | **Fire Prevention & Safety** |
| 239 | Qualified Zone Academy Bond Tax Credits | 4866 | | | | | | | | | |
| 240 | Qualified School Construction Bond Credits | 4867 | | | | | | | | | |
| 241 | Build America Bond Tax Credits | 4868 | | | | | | | | | |
| 242 | Build America Bond Interest Reimbursement | 4869 | | | | | | | | | |
| 243 | ARRA - General State Aid - Other Govt Services Stabilization | 4870 | | | | | | | | | |
| 244 | Other ARRA Funds - II | 4871 | | | | | | | | | |
| 245 | Other ARRA Funds - III | 4872 | | | | | | | | | |
| 246 | Other ARRA Funds - IV | 4873 | | | | | | | | | |
| 247 | Other ARRA Funds - V | 4874 | | | | | | | | | |
| 248 | ARRA - Early Childhood | 4875 | | | | | | | | | |
| 249 | Other ARRA Funds VII | 4876 | | | | | | | | | |
| 250 | Other ARRA Funds VIII | 4877 | | | | | | | | | |
| 251 | Other ARRA Funds IX | 4878 | | | | | | | | | |
| 252 | Other ARRA Funds X | 4879 | | | | | | | | | |
| 253 | Other ARRA Funds Ed Job Fund Program | 4880 | | | | | | | | | |
| 254 | **Total Stimulus Programs** | | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 255 | Race to the Top Program | 4901 | | | | | | | | | |
| 256 | Race to the Top - Preschool Expansion Grant | 4902 | | | | | | | | | |
| 257 | Title III - Immigrant Education Program (IEP) | 4905 | | | | | | | | | |
| 258 | Title III - Language Inst Program - Limited Eng (LIPLEP) | 4909 | | | | | | | | | |
| 259 | McKinney Education for Homeless Children | 4920 | | | | | | | | | |
| 260 | Title II - Eisenhower Professional Development Formula | 4930 | | | | | | | | | |
| 261 | Title II - Teacher Quality | 4932 | 98,076 | | | | | | | | |
| 262 | Federal Charter Schools | 4960 | | | | | | | | | |
| 263 | State Assessment Grants | 4981 | | | | | | | | | |
| 264 | Grant for State Assessments and Related Activities | 4982 | | | | | | | | | |
| 265 | Medicaid Matching Funds - Administrative Outreach | 4991 | 77,343 | | | | | | | | |
| 266 | Medicaid Matching Funds - Fee-for-Service Program | 4992 | 17,281 | | | | | | | | |
| 267 | Other Restricted Revenue from Federal Sources (Describe & Itemize) | 4998 | 726,771 | | | | | | | | |
| 268 | **Total Restricted Grants-In-Aid Received from the Federal Govt Thru the State** | | 3,524,708 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |
| 269 | **Total Receipts/Revenues from Federal Sources** | **4000** | 3,524,708 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 270 | **Total Direct Receipts/Revenues (without Student Activity Funds 1799)** | | 20,963,200 | 1,332,848 | 2,703,144 | 1,631,739 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |
| 271 | **Total Direct Receipts/Revenues (with Student Activity Funds 1799)** | | 21,478,785 | 1,332,848 | 2,703,144 | 1,631,739 | 1,001,693 | 408,787 | 147,414 | 1,571,479 | 127,860 |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 3 | **10 - EDUCATIONAL FUND (ED)** | | | | | | | | | | | |
| 4 | **INSTRUCTION (ED)** | **1000** | | | | | | | | | | |
| 5 | Regular Programs | 1100 | 4,980,953 | 1,142,298 | 203,204 | 537,223 | 462,509 | | | | 7,326,187 | 7,579,381 |
| 6 | Tuition Payment to Charter Schools | 1115 | | | | | | | | | 0 | |
| 7 | Pre-K Programs | 1125 | 341,501 | 69,107 | | 10,914 | 3,685 | | | | 425,207 | 450,285 |
| 8 | Special Education Programs (Functions 1200-1220) | 1200 | 1,070,471 | 195,244 | 52 | 4,410 | 5,861 | | | | 1,276,038 | 1,351,872 |
| 9 | Special Education Programs Pre-K | 1225 | | | | | | | | | 0 | |
| 10 | Remedial and Supplemental Programs K-12 | 1250 | 425,941 | 70,062 | | 67,233 | | | | | 563,236 | 618,266 |
| 11 | Remedial and Supplemental Programs Pre-K | 1275 | 36,546 | 4,719 | | 115 | | | | | 41,380 | 47,937 |
| 12 | Adult/Continuing Education Programs | 1300 | | | | | | | | | 0 | |
| 13 | CTE Programs | 1400 | 677,137 | 114,250 | 37,932 | 95,763 | 57,505 | 2,444 | | | 985,031 | 1,025,384 |
| 14 | Interscholastic Programs | 1500 | 257,268 | 18,960 | 44,705 | 23,487 | | 800 | | | 345,220 | 397,730 |
| 15 | Summer School Programs | 1600 | | | | | | | | | 0 | |
| 16 | Gifted Programs | 1650 | | | | | | | | | 0 | |
| 17 | Driver's Education Programs | 1700 | 65,535 | 7,922 | 1,260 | 2,468 | 657 | | | | 77,842 | 81,364 |
| 18 | Bilingual Programs | 1800 | | | | | | | | | 0 | 2,661 |
| 19 | Truant Alternative & Optional Programs | 1900 | 23,634 | 12 | | | | | | | 23,646 | 27,049 |
| 20 | Pre-K Programs - Private Tuition | 1910 | | | | | | | | | 0 | |
| 21 | Regular K-12 Programs - Private Tuition | 1911 | | | | | | 1,450 | | | 1,450 | 2,100 |
| 22 | Special Education Programs K-12 - Private Tuition | 1912 | | | | | | 284,255 | | | 284,255 | 286,570 |
| 23 | Special Education Programs Pre-K - Tuition | 1913 | | | | | | | | | 0 | |
| 24 | Remedial/Supplemental Programs K-12 - Private Tuition | 1914 | | | | | | | | | 0 | |
| 25 | Remedial/Supplemental Programs Pre-K - Private Tuition | 1915 | | | | | | | | | 0 | |
| 26 | Adult/Continuing Education Programs - Private Tuition | 1916 | | | | | | | | | 0 | |
| 27 | CTE Programs - Private Tuition | 1917 | | | | | | | | | 0 | |
| 28 | Interscholastic Programs - Private Tuition | 1918 | | | | | | | | | 0 | |
| 29 | Summer School Programs - Private Tuition | 1919 | | | | | | | | | 0 | |
| 30 | Gifted Programs - Private Tuition | 1920 | | | | | | | | | 0 | |
| 31 | Bilingual Programs - Private Tuition | 1921 | | | | | | | | | 0 | |
| 32 | Truants Alternative/Optional Ed Progms - Private Tuition | 1922 | | | | | | | | | 0 | |
| 33 | Student Activity Fund Expenditures | 1999 | | | | | | 583,931 | | | 583,931 | |
| 34 | **Total Instruction [10] (without Student Activity Funds)** | **1000** | 7,878,986 | 1,622,574 | 287,153 | 741,613 | 530,217 | 288,949 | 0 | 0 | 11,349,492 | 11,870,599 |
| 35 | **Total Instruction [10] (with Student Activity Funds)** | **1000** | 7,878,986 | 1,622,574 | 287,153 | 741,613 | 530,217 | 872,880 | 0 | 0 | 11,933,423 | 11,870,599 |
| 36 | **SUPPORT SERVICES (ED)** | **2000** | | | | | | | | | | |
| 37 | **SUPPORT SERVICES - PUPILS** | | | | | | | | | | | |
| 38 | Attendance & Social Work Services | 2110 | 55,002 | 2,241 | 1,454 | | | | | | 58,697 | 63,517 |
| 39 | Guidance Services | 2120 | 265,396 | 52,489 | 22,175 | 6,109 | | | | | 346,169 | 356,986 |
| 40 | Health Services | 2130 | 154,039 | 18,128 | 1,025 | 20,705 | | 292 | | | 194,189 | 217,800 |
| 41 | Psychological Services | 2140 | | | | | | | | | 0 | |
| 42 | Speech Pathology & Audiology Services | 2150 | 233,991 | 49,334 | 427 | 149 | | 1,248 | | | 285,149 | 296,951 |
| 43 | Other Support Services - Pupils *(Describe & Itemize)* | 2190 | | 13,180 | | | | | | | 13,180 | 17,000 |
| 44 | **Total Support Services - Pupils** | **2100** | 708,428 | 135,372 | 25,081 | 26,963 | 0 | 1,540 | 0 | 0 | 897,384 | 952,254 |
| 45 | **SUPPORT SERVICES - INSTRUCTIONAL STAFF** | | | | | | | | | | | |
| 46 | Improvement of Instruction Services | 2210 | 31,259 | 5,929 | 26,981 | 3,226 | | | | | 67,395 | 85,492 |
| 47 | Educational Media Services | 2220 | 213,549 | 42,775 | 4,646 | 26,449 | | 785 | | | 288,204 | 298,418 |
| 48 | Assessment & Testing | 2230 | | | 35,882 | | | | | | 35,882 | 36,389 |
| 49 | **Total Support Services - Instructional Staff** | **2200** | 244,808 | 48,704 | 67,509 | 29,675 | 0 | 785 | 0 | 0 | 391,481 | 420,299 |
| 50 | **SUPPORT SERVICES - GENERAL ADMINISTRATION** | | | | | | | | | | | |
| 51 | Board of Education Services | 2310 | 6,240 | | 43,882 | 7,222 | | 6,526 | | | 63,870 | 74,615 |
| 52 | Executive Administration Services | 2320 | 195,372 | 30,529 | 10,774 | 19,489 | 6,469 | 165 | | | 262,798 | 266,687 |
| 53 | Special Area Administration Services | 2330 | 396,441 | 68,046 | 25,100 | 6,316 | 8,656 | 880 | | | 505,439 | 507,499 |
| 54 | Tort Immunity Services | 2361, 2365 | | | | | | | | | 0 | |
| 55 | **Total Support Services - General Administration** | **2300** | 598,053 | 98,575 | 79,756 | 33,027 | 15,125 | 7,571 | 0 | 0 | 832,107 | 848,801 |
| 56 | **SUPPORT SERVICES - SCHOOL ADMINISTRATION** | | | | | | | | | | | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 57 | Office of the Principal Services | 2410 | 841,341 | 109,940 | 21,447 | 20,547 | 22,277 | 3,365 | | | 1,018,917 | 1,040,607 |
| 58 | Other Support Services - School Admin (Describe & Itemize) | 2490 | | | | | | | | | 0 | |
| 59 | **Total Support Services - School Administration** | **2400** | 841,341 | 109,940 | 21,447 | 20,547 | 22,277 | 3,365 | 0 | 0 | 1,018,917 | 1,040,607 |
| 60 | **SUPPORT SERVICES - BUSINESS** | | | | | | | | | | | |
| 61 | Direction of Business Support Services | 2510 | | | | | | | | | 0 | |
| 62 | Fiscal Services | 2520 | 213,936 | 19,452 | 22,993 | 39,228 | | | | | 295,609 | 300,560 |
| 63 | Operation & Maintenance of Plant Services | 2540 | 457,518 | 58,190 | 3,000 | 372,641 | 22,771 | | | | 914,120 | 920,040 |
| 64 | Pupil Transportation Services | 2550 | 67,198 | | 107,634 | 14,489 | | | | | 189,321 | 199,590 |
| 65 | Food Services | 2560 | 340,001 | 72,903 | | 394,938 | | | | | 807,842 | 829,840 |
| 66 | Internal Services | 2570 | | | | | | | | | 0 | |
| 67 | **Total Support Services - Business** | **2500** | 1,078,653 | 150,545 | 133,627 | 821,296 | 22,771 | 0 | 0 | 0 | 2,206,892 | 2,290,630 |
| 68 | **SUPPORT SERVICES - CENTRAL** | | | | | | | | | | | |
| 69 | Direction of Central Support Services | 2610 | | | | | | | | | 0 | |
| 70 | Planning, Research, Development, & Evaluation Services | 2620 | 6,061 | 1,169 | | | | | | | 7,230 | 10,476 |
| 71 | Information Services | 2630 | | | 32,994 | | | | | | 32,994 | 36,800 |
| 72 | Staff Services | 2640 | | | | | | | | | 0 | |
| 73 | Data Processing Services | 2660 | 241,900 | 33,284 | 45,451 | 17,728 | 14,528 | | | | 352,891 | 433,533 |
| 74 | **Total Support Services - Central** | **2600** | 247,961 | 34,453 | 78,445 | 17,728 | 14,528 | 0 | 0 | 0 | 393,115 | 480,809 |
| 75 | Other Support Services (Describe & Itemize) | 2900 | 20,662 | 3,995 | | 637 | | | | | 25,294 | 44,322 |
| 76 | **Total Support Services** | **2000** | 3,739,906 | 581,584 | 405,865 | 949,873 | 74,701 | 13,261 | 0 | 0 | 5,765,190 | 6,037,122 |
| 77 | **COMMUNITY SERVICES (ED)** | **3000** | 285,897 | 51,414 | 17,465 | 38,193 | 1,741 | | | | 394,710 | 407,852 |
| 78 | **PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (ED)** | **4000** | | | | | | | | | | |
| 79 | **PAYMENTS TO OTHER GOVT UNITS (IN-STATE)** | | | | | | | | | | | |
| 80 | Payments for Regular Programs | 4110 | | | | | | | | | 0 | |
| 81 | Payments for Special Education Programs | 4120 | | | | | | 680,944 | | | 680,944 | 680,944 |
| 82 | Payments for Adult/Continuing Education Programs | 4130 | | | | | | | | | 0 | |
| 83 | Payments for CTE Programs | 4140 | | | | | | | | | 0 | |
| 84 | Payments for Community College Programs | 4170 | | | | | | | | | 0 | |
| 85 | Other Payments to In-State Govt. Units (Describe & Itemize) | 4190 | | | | | | | | | 0 | |
| 86 | **Total Payments to Other Govt Units (In-State)** | **4100** | | | 0 | | | 680,944 | | | 680,944 | 680,944 |
| 87 | Payments for Regular Programs - Tuition | 4210 | | | | | | | | | 0 | |
| 88 | Payments for Special Education Programs - Tuition | 4220 | | | | | | 601,090 | | | 601,090 | 603,000 |
| 89 | Payments for Adult/Continuing Education Programs - Tuition | 4230 | | | | | | | | | 0 | |
| 90 | Payments for CTE Programs - Tuition | 4240 | | | | | | | | | 0 | |
| 91 | Payments for Community College Programs - Tuition | 4270 | | | | | | | | | 0 | |
| 92 | Payments for Other Programs - Tuition | 4280 | | | | | | | | | 0 | |
| 93 | Other Payments to In-State Govt Units | 4290 | | | | | | | | | 0 | |
| 94 | **Total Payments to Other Govt Units -Tuition (In State)** | **4200** | | | | | | 601,090 | | | 601,090 | 603,000 |
| 95 | Payments for Regular Programs - Transfers | 4310 | | | | | | | | | 0 | |
| 96 | Payments for Special Education Programs - Transfers | 4320 | | | | | | | | | 0 | |
| 97 | Payments for Adult/Continuing Ed Programs-Transfers | 4330 | | | | | | | | | 0 | |
| 98 | Payments for CTE Programs - Transfers | 4340 | | | | | | | | | 0 | |
| 99 | Payments for Community College Program - Transfers | 4370 | | | | | | | | | 0 | |
| 100 | Payments for Other Programs - Transfers | 4380 | | | | | | | | | 0 | |
| 101 | Other Payments to In-State Govt Units - Transfers | 4390 | | | | | | | | | 0 | |
| 102 | **Total Payments to Other Govt Units -Transfers (In-State)** | **4300** | | | 0 | | | 0 | | | 0 | 0 |
| 103 | Payments to Other Govt Units (Out-of-State) | 4400 | | | | | | | | | 0 | |
| 104 | **Total Payments to Other Govt Units** | **4000** | | | 0 | | | 1,282,034 | | | 1,282,034 | 1,283,944 |
| 105 | **DEBT SERVICES (ED)** | **5000** | | | | | | | | | | |
| 106 | **DEBT SERVICES - INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | |
| 107 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 108 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 | |
| 109 | Corporate Personal Prop. Repl. Tax Anticipation Notes | 5130 | | | | | | | | | 0 | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 110 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 | |
| 111 | Other Interest on Short-Term Debt | 5150 | | | | | | | | | 0 | |
| 112 | **Total Interest on Short-Term Debt** | **5100** | | | | | | 0 | | | 0 | 0 |
| 113 | **Debt Services - Interest on Long-Term Debt** | **5200** | | | | | | | | | 0 | |
| 114 | **Total Debt Services** | **5000** | | | | | | 0 | | | 0 | 0 |
| 115 | **PROVISIONS FOR CONTINGENCIES (ED)** | **6000** | | | | | | | | | | |
| 116 | **Total Direct Disbursements/Expenditures (without Student Activity Funds 1999)** | | 11,904,789 | 2,255,572 | 710,483 | 1,729,679 | 606,659 | 1,584,244 | 0 | 0 | 18,791,426 | 19,599,517 |
| 117 | **Total Direct Disbursements/Expenditures (with Student Activity Funds 1999)** | | 11,904,789 | 2,255,572 | 710,483 | 1,729,679 | 606,659 | 2,168,175 | 0 | 0 | 19,375,357 | 19,599,517 |
| 118 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999)** | | | | | | | | | | 2,171,774 | 535 |
| 119 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999)** | | | | | | | | | | 2,103,428 | |
| 120 | | | | | | | | | | | | |
| 121 | **20 - OPERATIONS & MAINTENANCE FUND (O&M)** | | | | | | | | | | | |
| 122 | **SUPPORT SERVICES (O&M)** | **2000** | | | | | | | | | | |
| 123 | **SUPPORT SERVICES - PUPILS** | | | | | | | | | | | |
| 124 | Other Support Services - Pupils (Func. 2190 Describe & Itemize) | 2100 | | | | | | | | | 0 | |
| 125 | **SUPPORT SERVICES - BUSINESS** | | | | | | | | | | | |
| 126 | Direction of Business Support Services | 2510 | | | | | | | | | 0 | |
| 127 | Facilities Acquisition & Construction Services | 2530 | | | | | 2,036,878 | | | | 2,036,878 | 2,040,000 |
| 128 | Operation & Maintenance of Plant Services | 2540 | 73,837 | 12,023 | 412,287 | 197,897 | 189,033 | 29,357 | | | 914,434 | 1,012,350 |
| 129 | Pupil Transportation Services | 2550 | | | | | | | | | 0 | |
| 130 | Food Services | 2560 | | | | | | | | | 0 | |
| 131 | **Total Support Services - Business** | **2500** | 73,837 | 12,023 | 412,287 | 197,897 | 2,225,911 | 29,357 | 0 | 0 | 2,951,312 | 3,052,350 |
| 132 | Other Support Services (Describe & Itemize) | 2900 | | | | | | | | | 0 | |
| 133 | **Total Support Services** | **2000** | 73,837 | 12,023 | 412,287 | 197,897 | 2,225,911 | 29,357 | 0 | 0 | 2,951,312 | 3,052,350 |
| 134 | **COMMUNITY SERVICES (O&M)** | **3000** | | | | | | | | | 0 | |
| 135 | **PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)** | **4000** | | | | | | | | | | |
| 136 | **PAYMENTS TO OTHER GOVT UNITS (IN-STATE)** | | | | | | | | | | | |
| 137 | Payments for Regular Programs | 4110 | | | | | | | | | 0 | |
| 138 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 | |
| 139 | Payments for CTE Programs | 4140 | | | | | | | | | 0 | |
| 140 | Other Payments to In-State Govt. Units (Describe & Itemize) | 4190 | | | | | | | | | 0 | |
| 141 | **Total Payments to Other Govt. Units (In-State)** | **4100** | | | 0 | | | 0 | | | 0 | 0 |
| 142 | Payments to Other Govt. Units (Out of State) | 4400 | | | | | | | | | 0 | |
| 143 | **Total Payments to Other Govt Units** | **4000** | | | 0 | | | 0 | | | 0 | 0 |
| 144 | **DEBT SERVICES (O&M)** | **5000** | | | | | | | | | | |
| 145 | **DEBT SERVICES - INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | |
| 146 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 147 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 | |
| 148 | Corporate Personal Prop. Repl. Tax Anticipation Notes | 5130 | | | | | | | | | 0 | |
| 149 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 | |
| 150 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 | |
| 151 | **Total Debt Service - Interest on Short-Term Debt** | **5100** | | | | | | 0 | | | 0 | 0 |
| 152 | **DEBT SERVICE - INTEREST ON LONG-TERM DEBT** | **5200** | | | | | | | | | 0 | |
| 153 | **Total Debt Services** | **5000** | | | | | | 0 | | | 0 | 0 |
| 154 | **PROVISIONS FOR CONTINGENCIES (O&M)** | **6000** | | | | | | | | | | |
| 155 | **Total Direct Disbursements/Expenditures** | | 73,837 | 12,023 | 412,287 | 197,897 | 2,225,911 | 29,357 | 0 | 0 | 2,951,312 | 3,052,350 |
| 156 | **Excess (Deficiency) of Receipts/Revenues/Over Disbursements/ Expenditures** | | | | | | | | | | (1,618,464) | |

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 158 | **30 - DEBT SERVICES (DS)** | | | | | | | | | | | |
| 159 | **PAYMENTS TO OTHER DIST & GOVT UNITS (DS)** | 4000 | | | | | | | | | | |
| 160 | **PAYMENTS TO OTHER DIST & GOVT UNITS (In-State)** | | | | | | | | | | | |
| 161 | **Payments for Regular Programs** | 4110 | | | | | | | | | 0 | |
| 162 | **Payments for Special Education Programs** | 4120 | | | | | | | | | 0 | |
| 163 | **Other Payments to In-State Govt Units (Describe & Itemize)** | 4190 | | | | | | | | | 0 | |
| 164 | **Total Payments to Other Districts & Govt Units (In-State)** | 4000 | | | | | | 0 | | | 0 | 0 |
| 165 | **DEBT SERVICES (DS)** | 5000 | | | | | | | | | | |
| 166 | **DEBT SERVICES - INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | 536 |
| 167 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 168 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 | |
| 169 | Corporate Personal Prop. Repl. Tax Anticipation Notes | 5130 | | | | | | | | | 0 | |
| 170 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 | |
| 171 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 | |
| 172 | **Total Debt Services - Interest On Short-Term Debt** | 5100 | | | | | | 0 | | | 0 | 0 |
| 173 | **DEBT SERVICES - INTEREST ON LONG-TERM DEBT** | 5200 | | | | | | 1,657,541 | | | 1,657,541 | 1,661,298 |
| 174 | **DEBT SERVICES - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11] | 5300 | | | | | | 531,550 | | | 531,550 | 531,550 |
| 175 | **DEBT SERVICES - OTHER (Describe & Itemize)** | 5400 | | | | | | | | | 0 | |
| 176 | **Total Debt Services** | 5000 | | | 0 | | | 2,189,091 | | | 2,189,091 | 2,192,848 |
| 177 | **PROVISION FOR CONTINGENCIES (DS)** | 6000 | | | | | | | | | | |
| 178 | **Total Disbursements/ Expenditures** | | | | 0 | | | 2,189,091 | | | 2,189,091 | 2,192,848 |
| 179 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures** | | | | | | | | | | 514,053 | |
| 180 | | | | | | | | | | | | |
| 181 | **40 - TRANSPORTATION FUND (TR)** | | | | | | | | | | | |
| 182 | **SUPPORT SERVICES (TR)** | | | | | | | | | | | |
| 183 | **SUPPORT SERVICES - PUPILS** | | | | | | | | | | | |
| 184 | Other Support Services - Pupils (Func. 2190 Describe & Itemize) | 2100 | | | | | | | | | 0 | |
| 185 | **SUPPORT SERVICES - BUSINESS** | | | | | | | | | | | |
| 186 | Pupil Transportation Services | 2550 | 615,066 | 95,462 | 33,844 | 195,234 | 268,334 | | | | 1,207,940 | 1,341,512 |
| 187 | Other Support Services (Describe & Itemize) | 2900 | | | | | | | | | 0 | |
| 188 | **Total Support Services** | 2000 | 615,066 | 95,462 | 33,844 | 195,234 | 268,334 | 0 | 0 | 0 | 1,207,940 | 1,341,512 |
| 189 | **COMMUNITY SERVICES (TR)** | 3000 | | | | | | | | | 0 | |
| 190 | **PAYMENTS TO OTHER DIST & GOVT UNITS (TR)** | 4000 | | | | | | | | | | |
| 191 | **PAYMENTS TO OTHER GOVT UNITS (IN-STATE)** | | | | | | | | | | | |
| 192 | Payments for Regular Programs | 4110 | | | | | | | | | 0 | |
| 193 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 | |
| 194 | Payments for Adult/Continuing Education Programs | 4130 | | | | | | | | | 0 | |
| 195 | Payments for CTE Programs | 4140 | | | | | | | | | 0 | |
| 196 | Payments for Community College Programs | 4170 | | | | | | | | | 0 | |
| 197 | Other Payments to In-State Govt. Units (Describe & Itemize) | 4190 | | | | | | | | | 0 | |
| 198 | **Total Payments to Other Govt. Units (In-State)** | 4100 | | | 0 | | | 0 | | | 0 | 0 |
| 199 | **PAYMENTS TO OTHER GOVT UNITS (OUT-OF-STATE)** | 4400 | | | | | | | | | 0 | |
| 200 | **Total Payments to Other Govt Units** | 4000 | | | 0 | | | 0 | | | 0 | 0 |
| 201 | **DEBT SERVICES (TR)** | 5000 | | | | | | | | | | |
| 202 | **DEBT SERVICE - INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | |
| 203 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 204 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 | |
| 205 | Corporate Personal Prop. Repl. Tax Anticipation Notes | 5130 | | | | | | | | | 0 | |
| 206 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 | |
| 207 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 | |

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 208 | **Total Debt Services - Interest On Short-Term Debt** | **5100** | | | | | | 0 | | | 0 | 0 |
| 209 | **DEBT SERVICES - INTEREST ON LONG-TERM DEBT** | **5200** | | | | | | | | | 0 | |
| 210 | **DEBT SERVICE - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11] | **5300** | | | | | | | | | 0 | |
| 211 | **DEBT SERVICES - OTHER (Describe & Itemize)** | **5400** | | | | | | | | | 0 | |
| 212 | **Total Debt Services** | **5000** | | | | | | 0 | | | 0 | 0 |
| 213 | **PROVISION FOR CONTINGENCIES (TR)** | **6000** | | | | | | | | | | |
| 214 | **Total Disbursements/ Expenditures** | | 615,066 | 95,462 | 33,844 | 195,234 | 268,334 | 0 | 0 | 0 | 1,207,940 | 1,341,512 |
| 215 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures** | | | | | | | | | | 423,799 | |
| 216 | | | | | | | | | | | | 537 |
| 217 | **50 - MUNICIPAL RETIREMENT/SOCIAL SECURITY FUND (MR/SS)** | | | | | | | | | | | |
| 218 | **INSTRUCTION (MR/SS)** | **1000** | | | | | | | | | | |
| 219 | Regular Programs | 1100 | | 86,873 | | | | | | | 86,873 | 67,238 |
| 220 | Pre-K Programs | 1125 | | 23,826 | | | | | | | 23,826 | 46,652 |
| 221 | Special Education Programs (Functions 1200-1220) | 1200 | | 60,503 | | | | | | | 60,503 | 63,520 |
| 222 | Special Education Programs - Pre-K | 1225 | | | | | | | | | 0 | |
| 223 | Remedial and Supplemental Programs - K-12 | 1250 | | 72,610 | | | | | | | 72,610 | 72,642 |
| 224 | Remedial and Supplemental Programs - Pre-K | 1275 | | 1,796 | | | | | | | 1,796 | 3,100 |
| 225 | Adult/Continuing Education Programs | 1300 | | | | | | | | | 0 | |
| 226 | CTE Programs | 1400 | | 38,869 | | | | | | | 38,869 | 37,000 |
| 227 | Interscholastic Programs | 1500 | | 12,320 | | | | | | | 12,320 | 16,875 |
| 228 | Summer School Programs | 1600 | | | | | | | | | 0 | |
| 229 | Gifted Programs | 1650 | | | | | | | | | 0 | |
| 230 | Driver's Education Programs | 1700 | | 857 | | | | | | | 857 | 900 |
| 231 | Bilingual Programs | 1800 | | | | | | | | | 0 | |
| 232 | Truants' Alternative & Optional Programs | 1900 | | 4,549 | | | | | | | 4,549 | 4,855 |
| 233 | **Total Instruction** | **1000** | | 302,203 | | | | | | | 302,203 | 312,782 |
| 234 | **SUPPORT SERVICES (MR/SS)** | **2000** | | | | | | | | | | |
| 235 | **SUPPORT SERVICES - PUPILS** | | | | | | | | | | | |
| 236 | Attendance & Social Work Services | 2110 | | 4,146 | | | | | | | 4,146 | 4,550 |
| 237 | Guidance Services | 2120 | | 8,955 | | | | | | | 8,955 | 9,107 |
| 238 | Health Services | 2130 | | 11,676 | | | | | | | 11,676 | 12,050 |
| 239 | Psychological Services | 2140 | | | | | | | | | 0 | |
| 240 | Speech Pathology & Audiology Services | 2150 | | 3,169 | | | | | | | 3,169 | 4,000 |
| 241 | Other Support Services - Pupils (Describe & Itemize) | 2190 | | 15,127 | | | | | | | 15,127 | 15,200 |
| 242 | **Total Support Services - Pupils** | **2100** | | 43,073 | | | | | | | 43,073 | 44,907 |
| 243 | **SUPPORT SERVICES - INSTRUCTIONAL STAFF** | | | | | | | | | | | |
| 244 | Improvement of Instruction Services | 2210 | | 663 | | | | | | | 663 | 1,806 |
| 245 | Educational Media Services | 2220 | | 14,448 | | | | | | | 14,448 | 15,250 |
| 246 | Assessment & Testing | 2230 | | | | | | | | | 0 | |
| 247 | **Total Support Services - Instructional Staff** | **2200** | | 15,111 | | | | | | | 15,111 | 17,056 |
| 248 | **SUPPORT SERVICES - GENERAL ADMINISTRATION** | | | | | | | | | | | |
| 249 | Board of Education Services | 2310 | | 1,211 | | | | | | | 1,211 | 1,250 |
| 250 | Executive Administration Services | 2320 | | 12,647 | | | | | | | 12,647 | 12,700 |
| 251 | Special Area Administration Services | 2330 | | 22,855 | | | | | | | 22,855 | 28,544 |
| 252 | Claims Paid from Self Insurance Fund | 2361 | | | | | | | | | 0 | |
| 253 | Risk Management and Claims Services Payments | 2365 | | | | | | | | | 0 | |
| 254 | **Total Support Services - General Administration** | **2300** | | 36,713 | | | | | | | 36,713 | 42,494 |
| 255 | **SUPPORT SERVICES - SCHOOL ADMINISTRATION** | | | | | | | | | | | |
| 256 | Office of the Principal Services | 2410 | | 58,242 | | | | | | | 58,242 | 58,500 |
| 257 | Other Support Services - School Administration (Describe & Itemize) | 2490 | | | | | | | | | 0 | |
| 258 | **Total Support Services - School Administration** | **2400** | | 58,242 | | | | | | | 58,242 | 58,500 |
| 259 | **SUPPORT SERVICES - BUSINESS** | | | | | | | | | | | |

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 260 | Direction of Business Support Services | 2510 | | | | | | | | | 0 | |
| 261 | Fiscal Services | 2520 | | 41,421 | | | | | | | 41,421 | 41,500 |
| 262 | Facilities Acquisition & Construction Services | 2530 | | | | | | | | | 0 | |
| 263 | Operation & Maintenance of Plant Services | 2540 | | 129,571 | | | | | | | 129,571 | 130,450 |
| 264 | Pupil Transportation Services | 2550 | | 143,859 | | | | | | | 143,859 | 143,936 |
| 265 | Food Services | 2560 | | 71,439 | | | | | | | 71,439 | 72,050 |
| 266 | Internal Services | 2570 | | | | | | | | | 0 | |
| 267 | **Total Support Services - Business** | **2500** | | 386,290 | | | | | | | 386,290 | 387,936 |
| 268 | **SUPPORT SERVICES - CENTRAL** | | | | | | | | | | | |
| 269 | Direction of Central Support Services | 2610 | | | | | | | | | 0 | |
| 270 | Planning, Research, Development, & Evaluation Services | 2620 | | 265 | | | | | | | 265 | 538 415 |
| 271 | Information Services | 2630 | | | | | | | | | 0 | |
| 272 | Staff Services | 2640 | | | | | | | | | 0 | |
| 273 | Data Processing Services | 2660 | | 26,445 | | | | | | | 26,445 | 26,900 |
| 274 | **Total Support Services - Central** | **2600** | | 26,710 | | | | | | | 26,710 | 27,315 |
| 275 | Other Support Services (Describe & Itemize) | 2900 | | 1,050 | | | | | | | 1,050 | 1,119 |
| 276 | **Total Support Services** | **2000** | | 567,189 | | | | | | | 567,189 | 579,327 |
| 277 | **COMMUNITY SERVICES (MR/SS)** | **3000** | | 22,121 | | | | | | | 22,121 | 22,886 |
| 278 | **PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)** | **4000** | | | | | | | | | | |
| 279 | Payments for Regular Programs | 4110 | | | | | | | | | 0 | |
| 280 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 | |
| 281 | Payments for CTE Programs | 4140 | | | | | | | | | 0 | |
| 282 | **Total Payments to Other Govt Units** | **4000** | | 0 | | | | | | | 0 | 0 |
| 283 | **DEBT SERVICES (MR/SS)** | **5000** | | | | | | | | | | |
| 284 | **DEBT SERVICE - INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | |
| 285 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 286 | Tax Anticipation Notes | 5120 | | | | | | | | | 0 | |
| 287 | Corporate Personal Prop. Repl. Tax Anticipation Notes | 5130 | | | | | | | | | 0 | |
| 288 | State Aid Anticipation Certificates | 5140 | | | | | | | | | 0 | |
| 289 | Other (Describe & Itemize) | 5150 | | | | | | | | | 0 | |
| 290 | **Total Debt Services - Interest** | **5000** | | | | | | 0 | | | 0 | 0 |
| 291 | **PROVISION FOR CONTINGENCIES (MR/SS)** | **6000** | | | | | | | | | | |
| 292 | **Total Disbursements/Expenditures** | | | 891,513 | | | | 0 | | | 891,513 | 914,995 |
| 293 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures** | | | | | | | | | | 110,180 | |
| 294 | | | | | | | | | | | | |
| 295 | **60 - CAPITAL PROJECTS (CP)** | | | | | | | | | | | |
| 296 | **SUPPORT SERVICES (CP)** | **2000** | | | | | | | | | | |
| 297 | **SUPPORT SERVICES - BUSINESS** | | | | | | | | | | | |
| 298 | Facilities Acquisition and Construction Services | 2530 | | | | | 11,414,246 | | | | 11,414,246 | 11,415,000 |
| 299 | Other Support Services (Describe & Itemize) | 2900 | | | | | | | | | 0 | |
| 300 | **Total Support Services** | **2000** | 0 | 0 | 0 | 0 | 11,414,246 | 0 | 0 | 0 | 11,414,246 | 11,415,000 |
| 301 | **PAYMENTS TO OTHER DIST & GOVT UNITS (CP)** | **4000** | | | | | | | | | | |
| 302 | **PAYMENTS TO OTHER GOVT UNITS (In-State)** | | | | | | | | | | | |
| 303 | Payments to Regular Programs (In-State) | 4110 | | | | | | | | | 0 | |
| 304 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 | |
| 305 | Payments for CTE Programs | 4140 | | | | | | | | | 0 | |
| 306 | Other Payments to In-State Govt. Units (Describe & Itemize) | 4190 | | | | | | | | | 0 | |
| 307 | **Total Payments to Other Govt Units** | **4000** | | | 0 | | | 0 | | | 0 | 0 |
| 308 | **PROVISION FOR CONTINGENCIES (S&C/CI)** | **6000** | | | | | | | | | | |
| 309 | **Total Disbursements/ Expenditures** | | 0 | 0 | 0 | 0 | 11,414,246 | 0 | 0 | 0 | 11,414,246 | 11,415,000 |
| 310 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures** | | | | | | | | | | (11,005,459) | |
| 311 | | | | | | | | | | | | |
| 312 | **70 - WORKING CASH (WC)** | | | | | | | | | | | |
| 313 | | | | | | | | | | | | |

The notes to the financial statements are an integral part of these statements

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 314 | **80 - TORT FUND (TF)** | | | | | | | | | | | |
| 315 | **INSTRUCTION (TF)** | **1000** | | | | | | | | | | |
| 316 | Regular Programs | 1100 | 680,778 | | | | | | | | 680,778 | 680,778 |
| 317 | Tuition Payment to Charter Schools | 1115 | | | | | | | | | 0 | |
| 318 | Pre-K Programs | 1125 | | | | | | | | | 0 | |
| 319 | Special Education Programs (Functions 1200 - 1220) | 1200 | | | | | | | | | 0 | |
| 320 | Special Education Programs Pre-K | 1225 | | | | | | | | | 0 | |
| 321 | Remedial and Supplemental Programs K-12 | 1250 | | | | | | | | | 0 | |
| 322 | Remedial and Supplemental Programs Pre-K | 1275 | | | | | | | | | 0 | |
| 323 | Adult/Continuing Education Programs | 1300 | | | | | | | | | 0 | |
| 324 | CTE Programs | 1400 | 73,469 | | | | | | | | 73,469 | 73,469 |
| 325 | Interscholastic Programs | 1500 | | | | | | | | | 0 | |
| 326 | Summer School Programs | 1600 | | | | | | | | | 0 | |
| 327 | Gifted Programs | 1650 | | | | | | | | | 0 | |
| 328 | Driver's Education Programs | 1700 | | | | | | | | | 0 | |
| 329 | Bilingual Programs | 1800 | | | | | | | | | 0 | |
| 330 | Truant Alternative & Optional Programs | 1900 | | | | | | | | | 0 | |
| 331 | Pre-K Programs - Private Tuition | 1910 | | | | | | | | | 0 | |
| 332 | Regular K-12 Programs Private Tuition | 1911 | | | | | | | | | 0 | |
| 333 | Special Education Programs K-12 Private Tuition | 1912 | | | | | | | | | 0 | |
| 334 | Special Education Programs Pre-K Tuition | 1913 | | | | | | | | | 0 | |
| 335 | Remedial/Supplemental Programs K-12 Private Tuition | 1914 | | | | | | | | | 0 | |
| 336 | Remedial/Supplemental Programs Pre-K Private Tuition | 1915 | | | | | | | | | 0 | |
| 337 | Adult/Continuing Education Programs Private Tuition | 1916 | | | | | | | | | 0 | |
| 338 | CTE Programs Private Tuition | 1917 | | | | | | | | | 0 | |
| 339 | Interscholastic Programs Private Tuition | 1918 | | | | | | | | | 0 | |
| 340 | Summer School Programs Private Tuition | 1919 | | | | | | | | | 0 | |
| 341 | Gifted Programs Private Tuition | 1920 | | | | | | | | | 0 | |
| 342 | Bilingual Programs Private Tuition | 1921 | | | | | | | | | 0 | |
| 343 | Truants Alternative/Opt Ed Programs Private Tuition | 1922 | | | | | | | | | 0 | |
| 344 | **Total Instruction**[14] | **1000** | 754,247 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 754,247 | 754,247 |
| 345 | **SUPPORT SERVICES (TF)** | **2000** | | | | | | | | | | |
| 346 | **Support Services - Pupil** | **2100** | | | | | | | | | | |
| 347 | Attendance & Social Work Services | 2110 | | | | | | | | | 0 | |
| 348 | Guidance Services | 2120 | | | | | | | | | 0 | |
| 349 | Health Services | 2130 | | | | | | | | | 0 | |
| 350 | Psychological Services | 2140 | | | | | | | | | 0 | |
| 351 | Speech Pathology & Audiology Services | 2150 | | | | | | | | | 0 | |
| 352 | Other Support Services - Pupils (Describe & Itemize) | 2190 | 83,236 | | | | | | | | 83,236 | 83,235 |
| 353 | **Total Support Services - Pupil** | **2100** | 83,236 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 83,236 | 83,235 |
| 354 | **Support Services - Instructional Staff** | **2200** | | | | | | | | | | |
| 355 | Improvement of Instruction Services | 2210 | | | | | | | | | 0 | |
| 356 | Educational Media Services | 2220 | | | | | | | | | 0 | |
| 357 | Assessment & Testing | 2230 | | | | | | | | | 0 | |
| 358 | **Total Support Services - Instructional Staff** | **2200** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 359 | **SUPPORT SERVICES - GENERAL ADMINISTRATION** | **2300** | | | | | | | | | | |
| 360 | Board of Education Services | 2310 | | | | | | | | | 0 | |
| 361 | Executive Administration Services | 2320 | | | | | | | | | 0 | |
| 362 | Special Area Administration Services | 2330 | | | | | | | | | 0 | |
| 363 | Claims Paid from Self Insurance Fund | 2361 | | | | | | | | | 0 | |
| 364 | Risk Management and Claims Services Payments | 2365 | | | 519,098 | | | | | | 519,098 | 519,110 |
| 365 | **Total Support Services - General Administration** | **2300** | 0 | 0 | 519,098 | 0 | 0 | 0 | 0 | 0 | 519,098 | 519,110 |
| 366 | **Support Services - School Administration** | **2400** | | | | | | | | | | |
| 367 | Office of the Principal Services | 2410 | | | | | | | | | 0 | |
| 368 | Other Support Services - School Administration *(Describe & Itemize)* | 2490 | | | | | | | | | 0 | |



The notes to the financial statements are an integral part of these statements

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 369 | **Total Support Services - School Administration** | **2400** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 370 | **Support Services - Business** | **2500** | | | | | | | | | | |
| 371 | Direction of Business Support Services | 2510 | | | | | | | | | 0 | |
| 372 | Fiscal Services | 2520 | | | | | | | | | 0 | |
| 373 | Operation & Maintenance of Plant Services | 2540 | 176,183 | | | | | | | | 176,183 | 176,183 |
| 374 | Pupil Transportation Services | 2550 | | | | | | | | | 0 | |
| 375 | Food Services | 2560 | 38,715 | | | | | | | | 38,715 | 38,715 |
| 376 | Internal Services | 2570 | | | | | | | | | 0 | |
| 377 | **Total Support Services - Business** | **2500** | 214,898 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 214,898 | 214,898 |
| 378 | **Support Services - Central** | **2600** | | | | | | | | | | |
| 379 | Direction of Central Support Services | 2610 | | | | | | | | | 0 | 540 |
| 380 | Planning, Research, Development & Evaluation Services | 2620 | | | | | | | | | 0 | |
| 381 | Information Services | 2630 | | | | | | | | | 0 | |
| 382 | Staff Services | 2640 | | | | | | | | | 0 | |
| 383 | Data Processing Services | 2660 | | | | | | | | | 0 | |
| 384 | **Total Support Services - Central** | **2600** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 385 | **Other Support Services *(Describe & Itemize)*** | **2900** | | | | | | | | | 0 | |
| 386 | **Total Support Services** | **2000** | 298,134 | 0 | 519,098 | 0 | 0 | 0 | 0 | 0 | 817,232 | 817,243 |
| 387 | **COMMUNITY SERVICES (TF)** | **3000** | | | | | | | | | 0 | |
| 388 | **PAYMENTS TO OTHER DIST & GOVT UNITS (TF)** | **4000** | | | | | | | | | | |
| 389 | **Payments to Other Dist & Govt Units (In-State)** | | | | | | | | | | | |
| 390 | Payments for Regular Programs | 4110 | | | | | | | | | 0 | |
| 391 | Payments for Special Education Programs | 4120 | | | | | | | | | 0 | |
| 392 | Payments for Adult/Continuing Education Programs | 4130 | | | | | | | | | 0 | |
| 393 | Payments for CTE Programs | 4140 | | | | | | | | | 0 | |
| 394 | Payments for Community College Programs | 4170 | | | | | | | | | 0 | |
| 395 | Other Payments to In-State Govt Units *(Describe & Itemize)* | 4190 | | | | | | | | | 0 | |
| 396 | **Total Payments to Other Dist & Govt Units (In-State)** | **4100** | | | 0 | | | 0 | | | 0 | 0 |
| 397 | Payments for Regular Programs - Tuition | 4210 | | | | | | | | | 0 | |
| 398 | Payments for Special Education Programs - Tuition | 4220 | | | | | | | | | 0 | |
| 399 | Payments for Adult/Continuing Education Programs - Tuition | 4230 | | | | | | | | | 0 | |
| 400 | Payments for CTE Programs - Tuition | 4240 | | | | | | | | | 0 | |
| 401 | Payments for Community College Programs - Tuition | 4270 | | | | | | | | | 0 | |
| 402 | Payments for Other Programs - Tuition | 4280 | | | | | | | | | 0 | |
| 403 | Other Payments to In-State Govt Units *(Describe & Itemize)* | 4290 | | | | | | | | | 0 | |
| 404 | **Total Payments to Other Dist & Govt Units - Tuition (In State)** | **4200** | | | | | | 0 | | | 0 | 0 |
| 405 | Payments for Regular Programs - Transfers | 4310 | | | | | | | | | 0 | |
| 406 | Payments for Special Education Programs - Transfers | 4320 | | | | | | | | | 0 | |
| 407 | Payments for Adult/Continuing Ed Programs - Transfers | 4330 | | | | | | | | | 0 | |
| 408 | Payments for CTE Programs - Transfers | 4340 | | | | | | | | | 0 | |
| 409 | Payments for Community College Program - Transfers | 4370 | | | | | | | | | 0 | |
| 410 | Payments for Other Programs - Transfers | 4380 | | | | | | | | | 0 | |
| 411 | Other Payments to In-State Govt Units - Transfers *(Describe & Itemize)* | 4390 | | | | | | | | | 0 | |
| 412 | **Total Payments to Other Dist & Govt Units-Transfers (In State)** | **4300** | | | 0 | | | 0 | | | 0 | 0 |
| 413 | Payments to Other Dist & Govt Units (Out of State) | 4400 | | | | | | | | | 0 | |
| 414 | **Total Payments to Other Dist & Govt Units** | **4000** | | | 0 | | | 0 | | | 0 | 0 |
| 415 | **DEBT SERVICES (TF)** | **5000** | | | | | | | | | | |
| 416 | **DEBT SERVICES - INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | |
| 417 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 418 | Corporate Personal Prop. Repl. Tax Anticipation Notes | 5130 | | | | | | | | | 0 | |
| 419 | Other Interest or Short-Term Debt | 5150 | | | | | | | | | 0 | |
| 420 | **Total Debt Services - Interest on Short-Term Debt** | **5000** | | | | | | 0 | | | 0 | 0 |
| 421 | **PROVISIONS FOR CONTINGENCIES (TF)** | **6000** | | | | | | | | | | |
| 422 | **Total Disbursements/Expenditures** | | 1,052,381 | 0 | 519,098 | 0 | 0 | 0 | 0 | 0 | 1,571,479 | 1,571,490 |
| 423 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures** | | | | | | | | | | 0 | |

The notes to the financial statements are an integral part of these statements

**STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL**
**FOR THE YEAR ENDING JUNE 30, 2021**

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) | |
| 2 | **Description** (Enter Whole Dollars) | Funct # | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other Objects | Non-Capitalized Equipment | Termination Benefits | Total | Budget |
| 425 | **90 - FIRE PREVENTION & SAFETY FUND (FP&S)** | | | | | | | | | | | |
| 426 | **SUPPORT SERVICES (FP&S)** | **2000** | | | | | | | | | | |
| 427 | **SUPPORT SERVICES - BUSINESS** | | | | | | | | | | | |
| 428 | Facilities Acquisition & Construction Services | 2530 | | | 10,761 | 4,132 | | | | | 14,893 | 20,000 |
| 429 | Operation & Maintenance of Plant Services | 2540 | | | | | | | | | 0 | |
| 430 | **Total Support Services - Business** | **2500** | 0 | 0 | 10,761 | 4,132 | 0 | 0 | 0 | 0 | 14,893 | 20,000 |
| 431 | Other Support Services (Describe & Itemize) | 2900 | | | | | | | | | 0 | |
| 432 | **Total Support Services** | **2000** | 0 | 0 | 10,761 | 4,132 | 0 | 0 | 0 | 0 | 14,893 | 20,000 |
| 433 | **PAYMENTS TO OTHER DIST & GOVT UNITS (FP&S)** | **4000** | | | | | | | | | | |
| 434 | Payments to Regular Programs | 4110 | | | | | | | | | 0 | 541 |
| 435 | Payments to Special Education Programs | 4120 | | | | | | | | | 0 | |
| 436 | Other Payments to In-State Govt. Units (Describe & Itemize) | 4190 | | | | | | | | | 0 | |
| 437 | **Total Payments to Other Govt Units** | **4000** | | | | | | 0 | | | 0 | 0 |
| 438 | **DEBT SERVICES (FP&S)** | **5000** | | | | | | | | | | |
| 439 | **DEBT SERVICES- INTEREST ON SHORT-TERM DEBT** | | | | | | | | | | | |
| 440 | Tax Anticipation Warrants | 5110 | | | | | | | | | 0 | |
| 441 | Other Interest on Short-Term Debt (Describe & Itemize) | 5150 | | | | | | | | | 0 | |
| 442 | **Total Debt Service - Interest on Short-Term Debt** | **5100** | | | | | | 0 | | | 0 | 0 |
| 443 | **DEBT SERVICES - INTEREST ON LONG-TERM DEBT** | **5200** | | | | | | | | | 0 | |
| 444 | **Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** | **5300** | | | | | | | | | 0 | |
| 445 | **Total Debt Service** | **5000** | | | | | | 0 | | | 0 | 0 |
| 446 | **PROVISION FOR CONTINGENCIES (FP&S)** | **6000** | | | | | | | | | | |
| 447 | **Total Disbursements/Expenditures** | | 0 | 0 | 10,761 | 4,132 | 0 | 0 | 0 | 0 | 14,893 | 20,000 |
| 448 | **Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures** | | | | | | | | | | 112,967 | |

## NOTE 1: SIGNIFICANT ACCOUNTING POLICIES

The District's accounting policies conform to the modified cash basis of accounting as defined by the Illinois State Board of Education within Title 23 Education and Cultural Resources of the Illinois Administrative Code. Part 100 of Title 23 provides the requirements for accounting, budgeting, financial reporting, and auditing of school districts within the State of Illinois.

### A. Principles Used to Determine the Scope of the Reporting Entity

The District's reporting entity includes the District's governing board as the District exercises no oversight responsibility over any related agency or organizations that could be considered a component unit.

The District has developed criteria to determine whether outside agencies with activities which benefit the citizens of the District, including joint agreements which serve pupils from numerous Districts, should be included within its financial reporting entity. The criteria include, but are not limited to, whether the District exercises oversight responsibility (which includes financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters), scope of public service, and special financing relationships. The District has not entered into any joint agreements that should be included within its financial reporting entity. In addition, the District is not aware of any entity which would exercise such oversight as to result in the District being considered a component unit of the entity.

### B. Basis of Presentation - Fund Accounting

The accounts of the District are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets and liabilities (arising from cash transactions), fund balance, revenue received and expenditures disbursed. The District maintains individual funds required by the Illinois State Board of Education.

District resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The following funds and account groups are used by the District:

*Individual Funds*

The Educational Fund and the Operations and Maintenance Fund are the general operating funds of the District. They are used to account for all financial resources except those required to be accounted for in other funds. Special Education and leasing revenue is included in the Educational Funds.

**NOTE 1: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED**

B. Basis of Presentation - Fund Accounting, Continued

*Individual Funds, Continued*

The Debt Services Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

The Transportation Fund is used to account for cash received from specific revenue sources that are legally restricted to cash disbursements for transportation purposes.

The Municipal Retirement/Social Security Fund is used to account for cash received from specific revenue sources that are legally restricted to cash disbursements for employee retirement purposes, excluding the Teachers Retirement System.

The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities.

The Working Cash Fund accounts for financial resources held by the District to be used for temporary interfund loans to the Educational, Operations and Maintenance, and Transportation Funds.

The Tort Fund is used to account for special property tax revenue earmarked to protect school operating budgets from unexpected legal costs, as well as the cost of risk management programs.

The Fire Prevention and Safety Fund is used to account for all financial resources to be used for fire prevention, safety, energy conservation, or school security purposes. These funds may only be used for those purposes.

The Agency Fund is used to account for funds that are custodial in nature and that meet the definition of fiduciary funds.

*Measurement Focus*

The financial statements of all individual funds focus on the measurements of spending or "financial flow" and the determination of changes in financial position, rather than upon net income determination. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Individual fund operating statements present increases (cash receipts and other financing sources) and decreases (cash disbursements and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

*General Fixed Assets and General Long-Term Debt Account Group*

Fixed assets used by the District are accounted for in the General Fixed Asset Account Group. Long-term liabilities to be financed by the District are accounted for in the General Long-Term Debt Account Group. The two account groups are not "funds." They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

## NOTE 1: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

C. Basis of Accounting

Basis of accounting refers to when revenues received and expenditures disbursed are recognized in the accounts and how they are reported on the financial statements. The District has elected to maintain its accounting records for all funds and account groups on the modified cash basis of accounting allowed under the regulatory provisions prescribed by the Illinois State Board of Education Title 23 Education and Cultural Resources of the Illinois Administrative Code Part 100. Accordingly, revenues are recognized and recorded in the accounts when cash is received. In the same manner, expenditures are recognized and recorded upon the disbursement of cash. Assets of a fund are only recorded when a right to receive cash exists which arises from a previous cash transaction. Liabilities of a fund, similarly, result from previous cash transactions.

These financial statements omit recognition of receivables and payables and other accrued and deferred items that do not arise from previous cash transactions.

D. Budgets and Budgetary Accounting

The budget for all individual funds is prepared on the same basis of accounting that is used in financial reporting. This allows for comparability between budget and actual amounts. The budget lapses at the end of each fiscal year. This is an acceptable method in accordance with 105 ILCS 5/17-1.

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to August 1, the Superintendent submits to the Board of Education a proposed operating budget for the fiscal year commencing on July 1. The operating budget includes proposed expenditures disbursed and the means of financing them.

2. A public hearing is conducted to obtain taxpayer comments.

3. Prior to October 1, the budget is legally adopted through passage of a resolution.

4. Formal budgetary integration is employed as a management control device during the year.

5. The Board of Education may make transfers between the various items in any fund not exceeding in the aggregate 10% of the total of such fund as set forth in the budget.

6. The Board of Education may amend the budget (in other ways) by the same procedures required of its original adoption.

7. The Board of Education approved the original budget on September 21, 2020 and the amended budget on June 17, 2021.

## NOTE 1: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

D. Budgets and Budgetary Accounting, Continued

The budgets for the following funds were amended during the year ended June 30, 2021:

| | INCREASE/(DECREASE) | |
|---|---|---|
| FUND | REVENUES | EXPENDITURES |
| Educational | $ 871,259 | $ (1,409,230) |
| Operations & Maintenance | 90,400 | (151,400) |
| Debt Services | 21,000 | (493,598) |
| Transportation | 852,995 | (218,500) |
| Municipal Retirement/Social Security | - | (13,403) |
| Capital Projects | 147,300 | 15,000 |
| Working Cash | (7,150) | - |
| Tort | 4,236 | 4,236 |
| Fire Prevention & Safety | 2,975 | (95,000) |

E. General Fixed Assets

General fixed assets have been acquired for general educational and transportation purposes. At the time of purchase, assets are recorded as expenditures disbursed in the individual funds and capitalized at cost in the general fixed assets account group. Fixed assets are defined by the District as individual assets with an initial individual cost of more than $500 and an estimated useful life of one year or more. All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available.

Depreciation accounting is not considered applicable, except to determine per capita tuition charge. Depreciation for the per capita tuition charge is calculated using the straight-line method. The estimated useful lives of the buildings is 50 years, building and land improvements is 20 years, equipment except transportation equipment is 10 years, and transportation equipment is 5 years.

F. Vacation and Sick Pay

Vacation and sick leave is considered to be an expenditure in the year paid. Vacation days earned in one fiscal year must be used by the end of the following fiscal year; they do not accumulate. Unused sick leave may accumulate. Upon resignation or termination, the employee is entitled to the monetary equivalent of all earned vacation time.

G. Reservations of Fund Equity

Fund balances, with equity which is legally restricted for specific future use or is not available for appropriation, are reported as reservations of fund balances.

## NOTE 1: SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

H. Implementation of GASB 84

Effective July 1, 2020, the District implemented the provisions of GASB Statement No. 84, Fiduciary Activities. This statement changes the definition of fiduciary activities, providing more refined guidance on how to determine if an activity is fiduciary in nature and therefore should be reported as such. The statement defines types of fiduciary funds, eliminates agency funds and replaces them with custodial funds. Under this guidance, the District considered the criteria regarding administrative and direct financial involvement and concluded activity funds, previously reported as agency funds, are not fiduciary activities and should instead be reported in the Educational fund. Implementation of this guidance resulted in reclassification of $585,327 cash from the Agency Fund, increasing cash and restricted fund balance of the Educational fund.

I. Date of Management Review

Management has evaluated subsequent events through November 30, 2021, the date which the financial statements were available to be issued.

## NOTE 2: PROPERTY TAXES

The District's property tax is levied each year on all taxable real property located in the District on or before the last Tuesday in December. The 2019 levy was passed by the Board on December 19, 2019 and the 2020 tax levy was passed by the board on December 17, 2020. Property taxes attach as an enforceable lien on property as of January 1 of the following year and are payable in two installments normally in July and September of that year. The District receives significant distributions of tax receipts approximately one month after these due dates. The property tax revenue shown in the financial statements are the taxes received from the 2019 tax levy collected in 2020.

## NOTE 2: PROPERTY TAXES, CONTINUED

The following are the tax rate limits permitted by the school code and by local referendum and the actual rates levied per $100.00 of assessed valuation:

| | | ACTUAL | | | | | |
|---|---|---|---|---|---|---|---|
| | | RICHLAND | | WAYNE | | JASPER | |
| Fund | Limit | 2020 Levy | 2019 Levy | 2020 Levy | 2019 Levy | 2020 Levy | 2019 Levy |
| Education | 1.8400 | 1.84000 | 1.84000 | 1.84000 | 1.84000 | 1.84000 | 1.84000 |
| Operation & Maintenance | .5000 | 0.50000 | 0.50000 | 0.50000 | 0.50000 | 0.50000 | 0.50000 |
| Transportation | .2000 | 0.20000 | 0.20000 | 0.20000 | 0.20000 | 0.20000 | 0.20000 |
| Municipal Retirement | As Needed | 0.23961 | 0.24693 | 0.23938 | 0.24654 | 0.23956 | 0.24672 |
| Special Education | .0400 | 0.04000 | 0.04000 | 0.04000 | 0.04000 | 0.04000 | 0.04000 |
| Working Cash | .0500 | 0.05000 | 0.05000 | 0.05000 | 0.05000 | 0.05000 | 0.05000 |
| Liability Insurance | As Needed | 0.61219 | 0.63091 | 0.61160 | 0.62992 | 0.61206 | 0.63036 |
| Fire Prevention & Safety | .0500 | 0.05000 | 0.05000 | 0.05000 | 0.05000 | 0.05000 | 0.05000 |
| Social Security | As Needed | 0.11981 | 0.12347 | 0.11969 | 0.12327 | 0.11978 | 0.12336 |
| Bonds | As Needed | 0.69012 | 0.69846 | 0.68945 | 0.69737 | 0.68996 | 0.69786 |
| | | 4.34173 | 4.37977 | 4.34012 | 4.37710 | 4.34136 | 4.37830 |

| | | ACTUAL | | | |
|---|---|---|---|---|---|
| | | CLAY | | LAWRENCE | |
| Fund | Limit | 2020 Levy | 2019 Levy | 2020 Levy | 2019 Levy |
| Education | 1.8400 | 1.83880 | 1.83900 | 1.51743 | 1.84000 |
| Operation & Maintenance | .5000 | 0.50000 | 0.50000 | 0.41235 | 0.50000 |
| Transportation | .2000 | 0.20000 | 0.20000 | 0.16494 | 0.20000 |
| Municipal Retirement | As Needed | 0.23960 | 0.24670 | 0.19755 | 0.24781 |
| Special Education | .0400 | 0.04000 | 0.04000 | 0.03299 | 0.04000 |
| Working Cash | .0500 | 0.05000 | 0.05000 | 0.04123 | 0.05000 |
| Liability Insurance | As Needed | 0.61210 | 0.63040 | 0.50475 | 0.63317 |
| Fire Prevention & Safety | .0500 | 0.05000 | 0.05000 | 0.04123 | 0.05000 |
| Social Security | As Needed | 0.11980 | 0.12340 | 0.09877 | 0.12390 |
| Bonds | As Needed | 0.69000 | 0.69790 | 0.56900 | 0.70097 |
| | | 4.34030 | 4.37740 | 3.58024 | 4.38585 |

## NOTE 3: CASH AND INVESTMENTS

### A. Deposits

At June 30, 2021, the carrying amount of the District's deposits was $20,296,481. The bank balance was $20,494,220.

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of June 30, 2021, $10,898,175 of the District's bank balance of $20,494,220 was exposed to custodial credit risk as follows:

| | |
|---|---|
| Collateralized by securities held by the pledging financial institutions' trust department not in District's name | $ 10,898,175 |

### B. Investments

The District is allowed to invest in securities as authorized by statute 30 ILCS 235/2 and 235/6.

## NOTE 3: CASH AND INVESTMENTS, CONTINUED

C. Interest Rate Risk

The District does not have a formal investment policy that limits investment securities as a means of managing its exposure to fair value losses arising from increasing interest rates.

## NOTE 4: COMMON BANK ACCOUNT

Separate bank accounts are not maintained for all District funds. Certain funds maintain a portion of their cash balances in a common checking account, with accounting records being maintained to show the portion of the common bank account balance attributable to each participating fund.

Occasionally, certain funds participating in the common bank account may incur an overdraft (deficit) in the account. The overdraft results from expenditures which have been approved by the School Board. This overdraft constitutes an unauthorized interfund loan since the Board did not authorize it by a resolution.

## NOTE 5: CHANGES IN FIXED ASSETS

| | Balance 7/1/20 | Additions & Transfers | Deletions & Transfers | Balance 6/30/21 |
|---|---|---|---|---|
| Assets Not Depreciated: | | | | |
| Land | $ 584,437 | $ - | $ (2,500) | $ 581,937 |
| Construction In Progress | 18,057,693 | 13,581,656 | (31,639,349) | - |
| Assets Depreciated: | | | | |
| Buildings | 37,890,401 | 31,639,349 | - | 69,529,750 |
| Land Improvements | 1,293,287 | - | - | 1,293,287 |
| Other Equipment | 2,698,820 | 665,160 | (320,075) | 3,043,905 |
| Transportation Equipment | 3,564,163 | 268,334 | (254,024) | 3,578,473 |
| Total | $ 64,088,801 | $ 46,154,499 | $ (32,215,948) | $ 78,027,352 |

In accordance with ISBE guidelines the District has elected to write-off all fully depreciated other equipment during the year ended June 30, 2021. The District claimed $1,703,215 of depreciation for the per capita tuition charge computation.

## NOTE 6: RETIREMENT FUND COMMITMENTS

A. Teacher's Retirement System of the State of Illinois

**Plan Description**

The District participates in the Teachers' Retirement System of the State of Illinois (TRS). TRS is a cost-sharing multiple-employer defined benefit pension plan that was created by the Illinois legislature for the benefit of Illinois public school teachers employed outside the city of Chicago. TRS members include all active non-annuitants who are employed by a TRS-covered employer to provide services for which teacher licensure is required.

## NOTE 6: RETIREMENT FUND COMMITMENTS, CONTINUED

A. Teacher's Retirement System of the State of Illinois, Continued

**Plan Description, Continued**

The Illinois Pension Code outlines the benefit provisions of TRS, and amendments to the plan can be made only by legislative action with the Governor's approval. The TRS Board of Trustees is responsible for the System's administration.

TRS issues a publicly available financial report that can be obtained at http://trs.illinois.gov/pubs/cafr; by writing to TRS at 2815 W. Washington, PO Box 19253, Springfield, IL 62794; or by calling (888) 678-3675, option 2.

**Benefits Provided**

TRS provides retirement, disability, and death benefits. Tier 1 members have TRS or reciprocal system service prior to January 1, 2011. Tier 1 members qualify for retirement benefits at age 62 with five years of service, at age 60 with 10 years, or age 55 with 20 years. The benefit is determined by the average of the four highest years of creditable earnings within the last 10 years of creditable service and the percentage of average salary to which the member is entitled. Most members retire under a formula that provides 2.2 percent of final average salary up to a maximum of 75 percent with 34 years of service.

Tier 2 members qualify for retirement benefits at age 67 with 10 years of service, or a discounted annuity can be paid at age 62 with 10 years of service. Creditable earnings for retirement purposes are capped and the final average salary is based on the highest consecutive eight years of creditable service rather than the last four. Disability provisions for Tier 2 are identical to those of Tier 1. Death benefits are payable under a formula that is different from Tier 1.

Essentially all Tier 1 retirees receive an annual 3 percent increase in the current retirement benefit beginning January 1 following the attainment of age 61 or on January 1 following the member's first anniversary in retirement, whichever is later. Tier 2 annual increases will be the lesser of three percent of the original benefit or one-half percent of the rate of inflation beginning January 1 following attainment of age 67 or on January 1 following the member's first anniversary in retirement, whichever is later.

Public Act 100-0023, enacted in 2017, creates an optional Tier 3 hybrid retirement plan, but it has not yet gone into effect. The earliest possible implementation date is July 1, 2020. Public Act 100-0587, enacted in 2018, requires TRS to offer two temporary benefit buyout programs that expire on June 30, 2021. One program allows retiring Tier 1 members to receive a partial lump-sum payment in exchange for accepting a lower, delayed annual increase. The other allows inactive vested Tier 1 and 2 members to receive a partial lump-sum payment in lieu of a retirement annuity. Both programs began in 2019 and will be funded by bonds issued by the state of Illinois.

## NOTE 6: RETIREMENT FUND COMMITMENTS, CONTINUED

A. Teacher's Retirement System of the State of Illinois, Continued

**Contributions**

The state of Illinois maintains the primary responsibility for funding TRS. The Illinois Pension Code, as amended by Public Act 88-0593 and subsequent acts, provides that for years 2010 through 2045, the minimum contribution to the System for each fiscal year shall be an amount determined to be sufficient to bring the total assets of the System up to 90 percent of the total actuarial liabilities of the System by the end of fiscal year 2045.

Contributions from active members and TRS contributing employers are also required by the Illinois Pension Code. The contribution rates are specified in the pension code. The active member contribution rate for the year ended 2020, was 9.0 percent of creditable earnings. The member contribution, which may be paid on behalf of employees by the employer, is submitted to TRS by the employer.

*On-Behalf Contributions to TRS*

The State of Illinois makes employer pension contributions on behalf of the district. For the year ended June 30, 2021, the state of Illinois contributions recognized by the District (employer) were based on the state's proportionate share of the collective net pension liability associated with the employer, and the employer recognized revenue and expenditures of $8,655,527 in pension contributions from the state of Illinois.

*2.2 Formula Contributions*

Employers contributed 0.58 percent of creditable earnings for the 2.2 formula change. The contribution rate is specified by statute. Contributions for the years ending June 30, 2021 were $59,628.

*Federal and Special Trust Fund Contributions*

When TRS members are paid from federal and special trust funds administered by the district, there is a statutory requirement for the district to pay an employer pension contribution from those funds. Under Public Act 100-0340, the federal and special trust fund contribution rate is the total employer normal cost beginning with the year ended June 30, 2018.

Previously, employer contributions for employees paid from federal and special trust funds were at the same rate as the state contribution rate to TRS and were much higher.

For the year ended June 30, 2021, the employer pension contribution was 10.41 percent of salaries paid from federal and special trust funds. For the year ended June 30, 2021, salaries totaling $387,108 were paid from federal and special trust funds that required employer contributions of $40,298.

## NOTE 6: RETIREMENT FUND COMMITMENTS, CONTINUED

A. Teacher's Retirement System of the State of Illinois, Continued

*Employer Retirement Cost Contributions*

Under GASB Statement No. 68, contributions that an employer is required to pay because of a TRS member retiring are categorized as specific liability payments. The District is required to make a one-time contribution to TRS for members granted salary increases over 6 percent if those salaries are used to calculate a retiree's final average salary.

A one-time contribution is also required for members granted sick leave days in excess of the normal annual allotment if those days are used as TRS service credit. For the year ended June 30, 2021, the district paid $0 to TRS for excess of Governor's statutory salary contributions, $0 for salary increases in excess of 3 percent and $0 for sick leave days granted in excess of the normal annual allotment.

**TRS fiduciary net position**

Detailed information about the TRS's fiduciary net position as of June 30, 2020 is available in the separately issued *TRS Comprehensive Annual Financial Report*.

B. Illinois Municipal Retirement Fund

***Plan Description***

The District's defined benefit pension plan for Regular employees provides retirement, disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. The District's employer plan is managed by the Illinois Municipal Retirement Fund (IMRF), the administrator of a multi-employer public pension plan. A summary of IMRF's pension benefits is provided in the "Benefits Provided" section of this document. Details of all benefits are available from IMRF. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available Comprehensive Annual Financial Report that includes financial statements, detailed information about the pension plan's fiduciary net position, and required supplementary information. The report is available for download at www.imrf.org.

***Funding Policy***

As set by statute, the District's Regular plan members are required to contribute 4.50% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The District's annual required contribution rate was 12.62 percent and 11.68 percent for the calendar years 2020 and 2021, respectively. For the fiscal year ended June 30, 2021, the District contributed $478,176 to the plan. The District also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

## NOTE 7: LONG-TERM DEBT

### A. Bonds

#### 1. Descriptions

a. General Obligation (G.O.) Bonds - Series 2011A:

Original issue $623,400, dated July 26, 2011, assumed by the District through annexation of West Richland Community Unit School District No. 2. Interest on the bonds is payable on June 1 and December 1 each year. Principal payments are due annually on December 1, beginning December 1, 2011. The bonds were paid in full as of June 30, 2021.

b. Refunding Revenue Bonds - Series 2017

Illinois Development Finance Authority Local Government Program G.O. Refunding Bonds, Series 2017, with an original issuance of $8,570,000, dated January 12, 2017, provides for the partial refunding of the Series 2013 general obligation bonds dated August 29, 2013. Interest on the bonds is payable on May 1 and November 1 each year, at a rate of 3.20%. Principal payments are due annually on November 1 beginning November 1, 2017.

c. G.O. (Alternate Revenue Source) Bonds - Series 2018:

Original issue $9,520,000, dated November 29, 2018. Interest on the bonds is payable on June 1 and December 1 each year at rates between 4.25% and 5.00%. Principal payments are due annually on December 1, beginning December 1, 2031. This issuance refunded $8,205,000 of the Series 2013 bonds.

d. G.O. (Alternate Revenue Source) Bonds - Series 2019A:

Original issue $4,785,000, dated February 7, 2019. Interest on the bonds is payable on June 1 and December 1 each year at rates between 3.50% and 4.50%. Principal payments are due annually on December 1, beginning December 1, 2020.

e. G.O. Bonds - Series 2019B:

Original issue $18,330,000, dated May 14, 2019. Interest on the bonds is payable on December 1 each year. Principal and interest payments are due annually on December 1. Interest rates vary between 4.00% and 5.00%. Interest is due beginning December 1, 2020 and principal is due beginning December 1, 2021.

## NOTE 7: LONG-TERM DEBT, CONTINUED

A. Bonds, Continued

2. Bonds Cash Flow Requirements

At June 30, 2021, the Bonds annual cash flow requirements of principal and interest were as follows:

| Year Ending June 30, | Principal | Interest | Total |
|---|---|---|---|
| 2022 | $ 1,090,000 | $ 1,622,964 | $ 2,712,964 |
| 2023 | 1,175,000 | 1,579,201 | 2,754,201 |
| 2024 | 1,260,000 | 1,537,309 | 2,797,309 |
| 2025 | 1,355,000 | 1,491,726 | 2,846,726 |
| 2026 | 1,440,000 | 1,441,334 | 2,881,334 |
| 2027-2031 | 8,685,000 | 6,297,361 | 14,982,361 |
| 2032-2036 | 11,860,000 | 4,297,822 | 16,157,822 |
| 2037-2041 | 10,895,000 | 1,606,569 | 12,501,569 |
| 2042-2044 | 2,745,000 | 210,375 | 2,955,375 |
| | $ 40,505,000 | $ 20,084,661 | $ 60,589,661 |

B. Note Payable

1. Note Payable Description

a. Telephone System Note Payable

On April 1, 2017, the District entered into a $129,888 Note Payable for the installation of a new telephone system with KS State Bank. The note is due in 60 monthly principal and interest payments of $2,446. The note bears an interest rate of 4.90%.

2. Note Payable Cash Flow Requirements

At June 30, 2021, the note payable annual cash flow requirements of principal and interest were as follows:

| Year Ending June 30, | Principal | Interest | Total |
|---|---|---|---|
| 2023 | $ 23,922 | $ 543 | $ 24,465 |

## NOTE 7: LONG-TERM DEBT, CONTINUED

C. Long-Term Debt Summary

A summary of long-term debt transactions for the year ended June 30, 2021 follows:

| | Balance July 1, 2020 | Additions | Deletions | Balance June 30, 2021 |
|---|---|---|---|---|
| Series 2011A | $ 81,550 | $ - | $ (81,550) | $ - |
| Series 2017 | 8,320,000 | - | (90,000) | 8,230,000 |
| Series 2018 | 9,520,000 | - | - | 9,520,000 |
| Series 2019A | 4,785,000 | - | (360,000) | 4,425,000 |
| Series 2019B | 18,330,000 | - | - | 18,330,000 |
| Note Payable | 51,365 | - | (27,443) | 23,922 |
| | $ 41,087,915 | $ - | $ (558,993) | $ 40,528,922 |

D. Legal Debt Margin

The legal debt margin of the District at June 30, 2021 is as follows:

| | |
|---|---|
| Assessed Valuation 2020 | $ 250,653,111 |
| Statutory Debt Limitation (13.8% of assessed valuation) | $ 34,590,129 |
| Less Total Debt | (40,528,922) |
| Plus Debt funded from alternate revenue sources | 13,945,000 |
| Legal Debt Margin | $ 8,006,207 |

## NOTE 8: RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the current year and the past two years.

The District is self-insured for unemployment insurance; therefore, the District is liable to the State for any payments made to any of its former employees claiming benefits. During the year ended June 30, 2021, the District did not make any reimbursements to the state.

## NOTE 9: CONTINGENCIES

A. Grant Audit

The District receives grant funds from various Federal and State agencies during the normal course of operations. These grants are subject to review and audit by agents of the appropriate federal or state agency, the purpose of which is to ensure compliance with conditions precedent to the granting of the funds. Any liability for reimbursement which may arise as the result of these audits is not believed to be material.

B. Litigation

The District is party to various legal proceedings which normally occur in governmental operations. These proceedings, in the opinion of various counsels which the District utilizes, are not likely to have any material impact on the affected funds of the District.

## NOTE 10: FUND BALANCE REPORTING

According to Government Accounting Standards, fund balances are to be classified into five major classifications; Non-spendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance. The Regulatory Model, followed by the District, only reports Reserved and Unreserved Fund Balances. Below are the definitions and reconciliation of the five major classifications of fund balance to how these balances are reported under the regulatory model:

A. Non-spendable Fund Balance

The non-spendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example inventories and prepaid amounts. At June 30, 2021, the District did not have a non-spendable fund balance.

The restricted fund balance classification refers to amounts that are subject to outside restrictions, not controlled by the entity. Things such as restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. Special Revenue Funds are by definition restricted for those specified purposes. The District has several revenue sources received within different funds that also fall into these categories:

1. *Special Education*

   Cash receipts and the related cash disbursements of this restricted tax levies are accounted for in the Educational Fund. Expenditures disbursed exceeded revenue received for this purpose, resulting in no restricted balance.

2. *State Grants*

   Proceeds from state grants and the related expenditures have been included in the Educational, Transportation and Capital Projects Funds. At June 30, 2021, expenditures disbursed exceeded revenue received from state grants, resulting in no restricted balance.

## NOTE 10: FUND BALANCE REPORTING, CONTINUED

B. Restricted Fund Balance

*1. Federal Grants*

Proceeds from federal grants and the related expenditures have been included in the Educational Fund. At June 30, 2021, revenues received exceeded expenditures disbursed from federal grants, resulting in a restricted balance of $21,558. This amount is reported as reserved fund balance in the Educational Fund.

*2. Social Security*

Cash disbursed and the related cash receipts of this restricted tax levy are accounted for in the Municipal Retirement/Social Security Fund. At June 30, 2021, expenditures disbursed exceeded revenue received, resulting in no restricted balance.

*3. Activity Funds*

Cash disbursed and related cash receipts from student activity organizations are restricted for the purpose of the organization. At June 30, 2021, revenues received exceeded expenditures disbursed resulting in a restricted fund balance of $516,981.

*4. Debt Service Fund*

Cash disbursed and the related cash receipts of this restricted School Facility Occupation Taxes are accounted for in the Debt Service Fund. At June 30, 2021, revenues received exceeded expenditures disbursed resulting in a restricted fund balance of $514,053.

C. Committed Fund Balance

The committed fund balance classification refers to amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision making authority (the School Board). Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of formal action it employed to previously commit those amounts.

The School Board commits fund balance by making motions or passing resolutions to adopt policy or to approve contracts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

*1. Employee Contracts*

Employee contracts for services rendered during the school year for employees electing twelve month pay schedules are recorded as disbursements in the fiscal year when such checks are drawn. At June 30, 2021, the total amount of unpaid contracts for services performed during the fiscal year amounted to $1,330,903. This amount is shown as a component of Unreserved Fund Balance in the Educational Fund.

## NOTE 10: FUND BALANCE REPORTING, CONTINUED

D. Assigned Fund Balance

The assigned fund balance classification refers to amounts that are constrained by the government's intent to be used for a specific purpose, but are neither restricted nor committed. Intent may be expressed by (a) the School Board itself or (b) the finance committee or by the Superintendent when the School Board has delegated the authority to assign amounts to be used for specific purposes. There were no assigned fund balances at year end.

E. Unassigned Fund Balance

The unassigned fund balance classification is the residual classification for amounts in the General Operating Funds for amounts that have not been restricted, committed, or assigned to specific purposes within the General Funds. Unassigned Fund Balance amounts are shown in the financial statements as Unreserved Fund Balances in the Educational, Operations and Maintenance, and Working Cash Funds.

F. Regulatory – Fund Balance Definitions

Reserved Fund Balances are those balances that are reserved for a specified purpose, other than the regular purpose of any given fund. Unreserved Fund Balances are all balances that are not reserved for a specific purpose other than the specified purpose of a fund.

G. Reconciliation of Fund Balance Reporting to the District's Regulatory Reporting Model

The first five columns of the following table represent Fund Balance Reporting according to generally accepted accounting principles. The last two columns represent Fund Balance Reporting under the regulatory basis of accounting utilized in preparation of the financial statements.

| | Generally Accepted Accounting Principles | | | | | Regulatory Basis | |
|---|---|---|---|---|---|---|---|
| *Fund* | *Non-Spendable* | *Restricted* | *Committed* | *Assigned* | *Unassigned* | *Financial Statements Reserved* | *Financial Statements Unreserved* |
| Educational | $ - | $ 538,539 | $ 1,330,903 | $ - | $ 10,562,346 | $ 538,539 | $ 11,893,249 |
| Operations & Maintenance | - | - | - | - | 2,598,491 | - | 2,598,491 |
| Debt Service | - | 575,276 | - | - | - | 514,053 | 61,223 |
| Transportation | - | 1,103,775 | - | - | - | - | 1,103,775 |
| Municipal Retirement & Social Security | - | 1,489,260 | - | - | - | - | 1,489,260 |
| Capital Projects | - | 270,787 | - | - | - | - | 270,787 |
| Working Cash | - | - | - | - | 735,899 | - | 735,899 |
| Tort | - | - | - | - | - | - | - |
| Fire Prevention & Safety | - | 269,471 | - | - | - | - | 269,471 |

## NOTE 10: FUND BALANCE REPORTING, CONTINUED

H. Expenditures of Fund Balance

Unless specifically identified, expenditures act to reduce restricted balances first, then committed balances, next assigned balances, and finally act to reduce unassigned balances. Expenditures for a specifically identified purpose will act to reduce the specific classification of fund balance that is identified.

## NOTE 11: POST-EMPLOYMENT HEALTH CARE BENEFITS

A. Teachers Health Insurance Security Fund

The district (employer) participates in the Teacher Health Insurance Security (THIS) Fund, a cost-sharing, multiple-employer defined benefit postemployment healthcare plan that was established by the Illinois legislature for the benefit of Illinois public school teachers employed outside the city of Chicago. The THIS Fund provides medical, prescription, and behavioral health benefits, but does not provide vision, dental, or life insurance benefits to annuitants of the Teachers' Retirement System (TRS). Annuitants not enrolled in Medicare may participate in the state administered participating provider option plan or choose from several managed care options. Annuitants who were enrolled in Medicare Parts A and B may be eligible to enroll in a Medicare Advantage plan.

The State Employees Group Insurance Act of 1971 (5 ILCS 375) outlines the benefit provisions of THIS Fund and amendments to the plan can be made only by legislative action with the Governor's approval. The plan is administered by the Illinois Department of Central Management Services (CMS) with the cooperation of TRS. Section 6.6 of the State Employees Group Insurance Act of 1971 requires all active contributors to the TRS who are not employees of the state make a contribution to THIS.

The percentage of employer required contributions in the future will not exceed 105 percent of the percentage of salary actually required to be paid in the previous fiscal year.

*On-Behalf Contributions to THIS Fund*

The state of Illinois makes employer retiree health insurance contributions on behalf of the district. State contributions are intended to match contributions to THIS Fund from active members which were 1.24 percent of pay during the year ended June 30, 2021. State of Illinois contributions were $123,560, and the district recognized revenue and expenditures of this amount during the year.

*Employer Contributions to THIS Fund*

The district also makes contributions to the THIS Fund. The employer THIS Fund contribution was 0.92 percent during the year ended June 30, 2021. For the year ended June 30, 2021, the district paid $91,673 to the THIS Fund, which was 100 percent of the required contribution.

## NOTE 11: POST-EMPLOYMENT HEALTH CARE BENEFITS, CONTINUED

*Further information on THIS Fund*

The publicly available financial report of the THIS Fund may be found on the website of the Illinois Auditor General: http://www.auditor.illinois.gov/Audit-Reports/ABC-List.asp. The current report is listed under "Central Management Services." Prior reports are available under "Healthcare and Family Services."

B. COBRA Benefits

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District provides health care benefits to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium and, if applicable, a 2% administration fee, is paid in full by the insured each month. This program is offered for a duration of 18 months after termination date, and is subject to extension. There is no associated cost to the District under this program.

C. Other Post Employment Healthcare Benefits

In addition to COBRA Benefits, in accordance with rules established through participation in the Illinois Municipal Retirement Fund, the District offers health insurance coverage to retirees. The cost for retirees to purchase coverage is the same as the amount active employees pay. Accounting standards require numerous disclosures about postemployment benefits, including amounts that can only be determined through an actuarial study. The District has elected not to incur the cost of having an actuarial study completed and therefore the amounts that should be disclosed are not known.

## NOTE 12: EFFECT OF COVID-19 PANDEMIC

On March 11, 2020, the World Health Organization ("WHO") recognized COVID-19 as a global pandemic, prompting many national, regional, and local governments to implement preventative or protective measures, such as travel and business restrictions, temporary store closures, and wide-sweeping quarantines and stay-at-home orders. As a result, COVID-19 and the related restrictive measures have had a significant adverse impact upon many sectors of the economy. We believe the ultimate financial impact of the COVID-19 pandemic on the District is likely to be determined by factors which are uncertain, unpredictable and outside of the control of the District. The situation surrounding COVID-19 remains fluid, and if disruptions do arise, they could materially adversely affect future revenues.

**SUPPLEMENTARY INFORMATION**

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| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | **SCHEDULE OF AD VALOREM TAX RECEIPTS** | | | | | |
| 2 | **Description** (Enter Whole Dollars) | **Taxes Received 7-1-20 thru 6-30-21 (from 2019 Levy & Prior Levies) *** | **Taxes Received (from the 2020 Levy)** | **Taxes Received (from 2019 & Prior Levies)** | **Total Estimated Taxes (from the 2020 Levy)** | **Estimated Taxes Due (from the 2020 Levy)** |
| 3 | | | | **(Column B - C)** | | **(Column E - C)** |
| 4 | Educational | 4,460,810 | | 4,460,810 | 4,600,707 | 4,600,707 |
| 5 | Operations & Maintenance | 1,212,177 | | 1,212,177 | 1,250,199 | 1,250,199 |
| 6 | Debt Services ** | 1,693,277 | | 1,693,277 | 1,725,561 | 1,725,561 |
| 7 | Transportation | 484,871 | | 484,871 | 500,079 | 500,079 |
| 8 | Municipal Retirement | 598,637 | | 598,637 | 599,116 | 599,116 |
| 9 | Capital Improvements | 0 | | 0 | | 0 |
| 10 | Working Cash | 121,218 | | 121,218 | 125,020 | 125,020 |
| 11 | Tort Immunity | 1,529,527 | | 1,529,527 | 1,530,707 | 1,530,707 |
| 12 | Fire Prevention & Safety | 121,218 | | 121,218 | 125,020 | 125,020 |
| 13 | Leasing Levy | 0 | | 0 | | 0 |
| 14 | Special Education | 96,974 | | 96,974 | 100,016 | 100,016 |
| 15 | Area Vocational Construction | 0 | | 0 | | 0 |
| 16 | Social Security/Medicare Only | 299,331 | | 299,331 | 299,568 | 299,568 |
| 17 | Summer School | 0 | | 0 | | 0 |
| 18 | Other (Describe & Itemize) | 0 | | 0 | | 0 |
| 19 | **Totals** | 10,618,040 | 0 | 10,618,040 | 10,855,993 | 10,855,993 |
| 20 | | | | | | |
| 21 | ** The formulas in column B are unprotected to be overridden when reporting on a ACCRUAL basis.* | | | | | |
| 22 | *** All tax receipts for debt service payments on bonds must be recorded on line 6 (Debt Services).* | | | | | |

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## SCHEDULE OF SHORT-TERM DEBT

| Description (Enter Whole Dollars) | Outstanding Beginning July 1, 2020 | Issued July 1, 2020 thru June 30, 2021 | Retired July 1, 2020 thru June 30, 2021 | Outstanding Ending June 30, 2021 |
|---|---|---|---|---|
| **CORPORATE PERSONAL PROPERTY REPLACEMENT TAX ANTICIPATION NOTES (CPPRT)** | | | | |
| **Total CPPRT Notes** | | | | 0 |
| **TAX ANTICIPATION WARRANTS (TAW)** | | | | |
| Educational Fund | | | | 0 |
| Operations & Maintenance Fund | | | | 0 |
| Debt Services - Construction | | | | 0 |
| Debt Services - Working Cash | | | | 0 |
| Debt Services - Refunding Bonds | | | | 0 |
| Transportation Fund | | | | 0 |
| Municipal Retirement/Social Security Fund | | | | 0 |
| Fire Prevention & Safety Fund | | | | 0 |
| Other - (Describe & Itemize) | | | | 0 |
| **Total TAWs** | 0 | 0 | 0 | 0 |
| **TAX ANTICIPATION NOTES (TAN)** | | | | |
| Educational Fund | | | | 0 |
| Operations & Maintenance Fund | | | | 0 |
| Fire Prevention & Safety Fund | | | | 0 |
| Other - (Describe & Itemize) | | | | 0 |
| **Total TANs** | 0 | 0 | 0 | 0 |
| **TEACHERS'/EMPLOYEES' ORDERS (T/EO)** | | | | |
| **Total T/EOs (Educational, Operations & Maintenance, & Transportation Funds)** | | | | 0 |
| **General State Aid/Evidence-Based Funding Anticipation Certificates** | | | | |
| **Total (All Funds)** | | | | 0 |
| **OTHER SHORT-TERM BORROWING** | | | | |
| **Total Other Short-Term Borrowing (Describe & Itemize)** | | | | 0 |

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## SCHEDULE OF LONG-TERM DEBT

| Identification or Name of Issue | Date of Issue (mm/dd/yy) | Amount of Original Issue | Type of Issue * | Outstanding Beginning July 1, 2020 | Issued July 1, 2020 thru June 30, 2021 | Any differences (Described and Itemize) | Retired July 1, 2020 thru June 30, 2021 | Outstanding Ending June 30, 2021 | Amount to be Provided for Payment on Long-Term Debt |
|---|---|---|---|---|---|---|---|---|---|
| WR CUSD General Obligation Bonds 2011A | 07/26/11 | 623,400 | 4 | 81,550 | | | 81,550 | 0 | 0 |
| Illinois Development Finance Authority | 01/12/17 | 8,570,000 | 3 | 8,320,000 | | | 90,000 | 8,230,000 | 7,678,646 |
| General Obligation Bonds Series 2018 | 11/29/18 | 9,520,000 | 3 & 6 | 9,520,000 | | | | 9,520,000 | 9,520,000 |
| General Obligation Bonds Series 2019A | 02/07/19 | 4,785,000 | 6 | 4,785,000 | | | 360,000 | 4,425,000 | 4,425,000 |
| General Obligation Bonds Series 2019B | 05/14/19 | 18,330,000 | 3 | 18,330,000 | | | | 18,330,000 | 18,330,000 |
| Note Payable - KS State Bank | 04/01/17 | 129,888 | 7 | 51,365 | | (27,443) | | 23,922 | 0 |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | | | | | | | 0 | |
| | | 41,958,288 | | 41,087,915 | 0 | (27,443) | 531,550 | 40,528,922 | 39,953,646 |

• Each type of debt issued must be identified separately with the amount:

1. Working Cash Fund Bonds
2. Funding Bonds
3. Refunding Bonds
4. Fire Prevent, Safety, Environmental and Energy Bonds
5. Tort Judgment Bonds
6. Building Bonds
7. Other Note Payable
8. Other
9. Other

# Schedule of Restricted Local Tax Levies and Selected Revenues Sources
## Schedule of Tort Immunity Expenditures

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| | A | B | C | D | E | F | G | H | I | J | K |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **SCHEDULE OF RESTRICTED LOCAL TAX LEVIES AND SELECTED REVENUE SOURCES** | | | | | | | | | | |
| 2 | **Description** (Enter Whole Dollars) | | | | | **Account No** | **Tort Immunity** [a] | **Special Education** | **Area Vocational Construction** | **School Facility Occupation Taxes** [b] | **Driver Education** |
| 3 | **Cash Basis Fund Balance as of July 1, 2020** | | | | | | | | | | |
| 4 | **RECEIPTS:** | | | | | | | | | | |
| 5 | Ad Valorem Taxes Received by District | | | | | 10, 20, 40 or 50-1100, 80 | 1,529,527 | 96,974 | | | |
| 6 | Earnings on Investments | | | | | 10, 20, 40, 50 or 60-1500, 80 | 9,932 | | | | |
| 7 | Drivers' Education Fees | | | | | 10-1970 | | | | | 16,820 |
| 8 | School Facility Occupation Tax Proceeds | | | | | 30 or 60-1983 | | | | 1,388,153 | |
| 9 | Driver Education | | | | | 10 or 20-3370 | | | | | 25,750 |
| 10 | Other Receipts (Describe & Itemize) | | | | | -- | 32,020 | | | | |
| 11 | Sale of Bonds | | | | | 10, 20, 40 or 60-7200 | | | | | |
| 12 | **Total Receipts** | | | | | | 1,571,479 | 96,974 | 0 | 1,388,153 | 42,570 |
| 13 | **DISBURSEMENTS:** | | | | | | | | | | |
| 14 | Instruction | | | | | 10 or 50-1000 | | 96,974 | | | 42,570 |
| 15 | Facilities Acquisition & Construction Services | | | | | 20 or 60-2530 | | | | 400,535 | |
| 16 | Tort Immunity Services | | | | | 80 | 1,571,479 | | | | |
| 17 | **DEBT SERVICE** | | | | | | | | | | |
| 18 | Debt Services - Interest on Long-Term Debt | | | | | 30-5200 | | | | 473,565 | |
| 19 | Debt Services - Principal Payments on Long-Term Debt (Lease/Purchase Principal Retired) | | | | | 30-5300 | | | | | |
| 20 | Debt Services Other (Describe & Itemize) | | | | | 30-5400 | | | | | |
| 21 | **Total Debt Services** | | | | | | | | | 473,565 | |
| 22 | Other Disbursements (Describe & Itemize) | | | | | -- | | | | | |
| 23 | **Total Disbursements** | | | | | | 1,571,479 | 96,974 | 0 | 874,100 | 42,570 |
| 24 | **Ending Cash Basis Fund Balance as of June 30, 2021** | | | | | | 0 | 0 | 0 | 514,053 | 0 |
| 25 | **Reserved Cash Balance** | | | | | 714 | | | | | |
| 26 | **Unreserved Cash Balance** | | | | | 730 | 0 | 0 | 0 | 514,053 | 0 |

| | | | | |
|---|---|---|---|---|
| 28 | **SCHEDULE OF TORT IMMUNITY EXPENDITURES** [a] | | | |
| 29 | | | | |
| 30 | **Yes** [ ] **No** [X] Has the entity established an insurance reserve pursuant to 745 ILCS 10/9-103? | | | |
| 31 | If yes, list in the aggregate the following: | Total Claims Payments: | 1,571,479 | |
| 32 | | Total Reserve Remaining: | 0 | |
| 34 | *In the following categories, itemize the Tort Immunity expenditures in line 31 above. Enter total dollar amount for each category.* | | | |
| 35 | **Expenditures:** | | | |
| 36 | Workers' Compensation Act and/or Workers' Occupational Disease Act | | 0 | |
| 37 | Unemployment Insurance Act | | 0 | |
| 38 | Insurance (Regular or Self-Insurance) | | 0 | |
| 39 | Risk Management and Claims Service | | 519,099 | |
| 40 | Judgments/Settlements | | 0 | |
| 41 | Educational, Inspectional, Supervisory Services Related to Loss Prevention and/or Reduction | | 0 | |
| 42 | Reciprocal Insurance Payments (Insurance Code 72, 76, and 81) | | 0 | |
| 43 | Legal Services | | 0 | |
| 44 | Principal and Interest on Tort Bonds | | 0 | |
| 45 | Other -Explain on Itemization 40 tab | | 1,052,380 | |
| 46 | **Total** | | 0 | |
| 47 | **C31 (Total Tort Expenditures) minus (C36 through C45) must equal 0** | | **OK** | |
| 49 | Schedules for Tort Immunity are to be completed for the revenues and expenditures reported in the Tort Immunity Fund (80) during the year. | | | |
| 50 | 55 ILCS 5/5-1006.7 | | | |

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**CARES, CRRSA, ARP Schedule**
(Detailed Schedule of Receipts and Disbursements)

# CARES, CRRSA, and ARP SCHEDULE - FY 2021

**SCHEDULE INSTRUCTIONS -FOLLOW LINK BELOW:**
https://www.isbe.net/Documents/CARES-CRRSA-ARP-Schedule-Instructions.pdf

## Please read schedule instructions before completing.

| Did the school district/joint agreement receive/expend CARES, CRRSA, or ARP Federal Stimulus Funds in FY21? | X | Yes | | No |
|---|---|---|---|---|

**If the answer to the above question is "YES", this schedule must be completed.**

**PLEASE DO NOT REMOVE AND REINSERT THIS SCHEDULE INTO THE AFR. IF THE LINKS ARE BROKEN, THE AFR WILL BE SENT BACK TO THE AUDITOR FOR CORRECTION.**



## Part 1: CARES, CRRSA, and ARP REVENUE

### Revenue Section A

Section A is for revenue recognized in FY21 reported on the FY21 AFR for FY20 EXPENDITURES claimed on July 1, 2020 through June 30, 2021 FRIS grant expenditure reports for expenditures reported in the prior year FY20 AFR.

| Description (Enter Whole Dollars) *See instructions for detailed descriptions of revenue | Acct # | (10) Educational | (20) Operations & Maintenance | (30) Debt Services | (40) Transportation | (50) Municipal Retirement/ Social Security | (60) Capital Projects | (70) Working Cash | (80) Tort | (90) Fire Prevention & Safety | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ESSER I (only) (CARES Act) (FRIS SUB PROGRAM CODES: ER, DE, EE, PL) | 4998 | 7,849 | | | | | | | | | 7,849 |
| ESSER II (only) (CRRSA Act) (FRIS SUB PROGRAM CODES: E2) | 4998 | | | | | | | | | | 0 |
| GEER I (only) (CARES Act) (FRIS SUB PROGRAM CODE: DG, EC) | 4998 | | | | | | | | | | 0 |
| Other CARES, CRRSA, ARP Federal Stimulus Fund Revenues in Revenue Acct 4998 - not accounted for above (Describe on Itemization tab) | 4998 | | | | | | | | | | 0 |
| **Total Revenue Section A** | | **7,849** | **0** | | **0** | **0** | **0** | | | **0** | **7,849** |

### Revenue Section B

Section B is for revenue recognized in FY21 reported on the FY21 AFR and for FY21 EXPENDITURES claimed on July 1, 2020 through June 30, 2021 FRIS grant expenditure reports and reported in the FY21 AFR.

| Description (Enter Whole Dollars) *See instructions for detailed descriptions of revenue | Acct # | (10) Educational | (20) Operations & Maintenance | (30) Debt Services | (40) Transportation | (50) Municipal Retirement/ Social Security | (60) Capital Projects | (70) Working Cash | (80) Tort | (90) Fire Prevention & Safety | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ESSER I (only) (CARES Act) (FRIS SUB PROGRAM CODES: ER, DE, EE, PL) | 4998 | 630,654 | | | | | | | | | 630,654 |
| CARES Act -Nutrition Funding (insert FY21 recognized revenue from link below) | link in cell A22 | 99,544 | | | | | | | | | 99,544 |
| https://www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/CARES-Disbursements-FY21.xlsx | | | | | | | | | | | |
| ESSER II (only) (CRRSA Act) (FRIS SUB PROGRAM CODES: E2) | 4998 | | | | | | | | | | 0 |
| GEER I (only) (CARES Act) (FRIS SUB PROGRAM CODE: DG, EC) | 4998 | | | | | | | | | | 0 |
| Other CARES, CRRSA, ARP Federal Stimulus Fund Revenues in Revenue Acct 4998 - not accounted for above (Describe on Itemization tab) | 4998 | 13,552 | | | | | | | | | 13,552 |
| (Remaining) Other Federal Revenues in Revenue Acct 4998 - not accounted for elsewhere in Revenue Section A or Revenue Section B | 4998 | 74,716 | | | | | | | | | 74,716 |
| **Total Revenue Section B** | | **818,466** | **0** | | **0** | **0** | **0** | | | **0** | **818,466** |

### Revenue Section C: Reconciliation for Revenue Account 4998 - Total Revenue

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Total Other Federal Revenue (Section A plus Section B) | 4998 | **726,771** | **0** | | **0** | **0** | **0** | | | **0** | **726,771** |

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**CARES, CRRSA, ARP Schedule**
(Detailed Schedule of Receipts and Disbursements)

| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 31 | Total Other Federal Revenue from Revenue Tab | 4998 | 726,771 | 0 | | 0 | 0 | 0 | | | 0 | 726,771 |
| 32 | Difference (must equal 0) | | 0 | 0 | | 0 | 0 | 0 | | | 0 | 0 |
| 33 | Error must be corrected before submitting to ISBE | | OK | OK | | OK | OK | OK | | | OK | OK |
| 34 | | | | | | | | | | | | |
| 35 | **Part 2: CARES, CRRSA, and ARP EXPENDITURES** | | | | | | | | | | | |
| 36 | **Review of the July 1, 2020 through June 30, 2021 FRIS Expenditures reports may assist in determining the expenditures to use below.** | | | | | | | | | | | |
| 37 | **Expenditure Section A:** | | | | | | | | | | | |
| 38 | | | | | | ----------DISBURSEMENTS---------- | | | | | | |
| 39 | **ESSER I EXPENDITURES** | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |
| 40 | | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 41 | **FUNCTION** | | | | | | | | | | | |
| 42 | **1. List the total expenditures for the Functions 1000 and 2000 below** | | | | | | | | | | | |
| 43 | INSTRUCTION Total Expenditures | 1000 | | 30,364 | 4,674 | 89,518 | 361,229 | 33,579 | | | | 519,364 |
| 44 | SUPPORT SERVICES Total Expenditures | 2000 | | 22,570 | 3,893 | 3,724 | 43,546 | 16,545 | | | | 90,278 |
| 45 | | | | | | | | | | | | |
| 46 | **2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)** | | | | | | | | | | | |
| 47 | Facilities Acquisition and Construction Services (Total) | 2530 | | | | | | | | | | 0 |
| 48 | OPERATION & MAINTENANCE OF PLANT SERVICES (Total) | 2540 | | | | | 20,735 | 16,545 | | | | 37,280 |
| 49 | FOOD SERVICES (Total) | 2560 | | | | | | | | | | 0 |
| 50 | | | | | | | | | | | | |
| 51 | **3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).** | | | | | | | | | | | |
| 52 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000) | 1000 | | | | 89,818 | 361,229 | 33,579 | | | | 484,626 |
| 53 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000) | 2000 | | | | 3,724 | 43,546 | 16,545 | | | | 63,815 |
| 54 | TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions) | Total Technology | | | | 93,542 | 404,775 | 50,124 | | 0 | | 548,441 |
| 55 | **Expenditure Section B:** | | | | | | | | | | | |
| 56 | | | | | | ----------DISBURSEMENTS---------- | | | | | | |
| 57 | **CARES ACT -Nutrition Funding EXPENDITURES** | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |
| 58 | | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 59 | **FUNCTION** | | | | | | | | | | | |
| 60 | **1. List the total expenditures for the Functions 1000 and 2000 below** | | | | | | | | | | | |
| 61 | INSTRUCTION Total Expenditures | 1000 | | | | | | | | | | 0 |
| 62 | SUPPORT SERVICES Total Expenditures | 2000 | | | | | 99,544 | | | | | 99,544 |
| 63 | | | | | | | | | | | | |
| 64 | **2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)** | | | | | | | | | | | |
| 65 | Facilities Acquisition and Construction Services (Total) | 2530 | | | | | | | | | | 0 |
| 66 | OPERATION & MAINTENANCE OF PLANT SERVICES (Total) | 2540 | | | | | | | | | | 0 |
| 67 | FOOD SERVICES (Total) | 2560 | | | | | 99,544 | | | | | 99,544 |
| 68 | | | | | | | | | | | | |
| 69 | **3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).** | | | | | | | | | | | |
| 70 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000) | 1000 | | | | | | | | | | 0 |
| 71 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000) | 2000 | | | | | | | | | | 0 |

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**CARES, CRRSA, ARP Schedule**
(Detailed Schedule of Receipts and Disbursements)

| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 72 | TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions) | Total Technology | | | | 0 | 0 | 0 | | 0 | | 0 |
| 73 | **Expenditure Section C:** | | | | | | | | | | | |
| 74 | | | | ----------DISBURSEMENTS---------- | | | | | | | | |
| 75 | **ESSER II EXPENDITURES** | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |
| 76 | | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 77 | FUNCTION | | | | | | | | | | | |
| 78 | 1. List the total expenditures for the Functions 1000 and 2000 below | | | | | | | | | | | |
| 79 | INSTRUCTION Total Expenditures | 1000 | | | | | | | | | | 0 |
| 80 | SUPPORT SERVICES Total Expenditures | 2000 | | | | | | | | | | 0 |
| 82 | 2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above) | | | | | | | | | | | |
| 83 | Facilities Acquisition and Construction Services (Total) | 2530 | | | | | | | | | | 0 |
| 84 | OPERATION & MAINTENANCE OF PLANT SERVICES (Total) | 2540 | | | | | | | | | | 0 |
| 85 | FOOD SERVICES (Total) | 2560 | | | | | | | | | | 0 |
| 87 | 3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above). | | | | | | | | | | | |
| 88 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000) | 1000 | | | | | | | | | | 0 |
| 89 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000) | 2000 | | | | | | | | | | 0 |
| 90 | TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions) | Total Technology | | | | 0 | 0 | 0 | | 0 | | 0 |
| 91 | **Expenditure Section D:** | | | | | | | | | | | |
| 92 | | | | ----------DISBURSEMENTS---------- | | | | | | | | |
| 93 | **GEER I EXPENDITURES** | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |
| 94 | | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 95 | FUNCTION | | | | | | | | | | | |
| 96 | 1. List the total expenditures for the Functions 1000 and 2000 below | | | | | | | | | | | |
| 97 | INSTRUCTION Total Expenditures | 1000 | | | | | | | | | | 0 |
| 98 | SUPPORT SERVICES Total Expenditures | 2000 | | | | | | | | | | 0 |
| 100 | 2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above) | | | | | | | | | | | |
| 101 | Facilities Acquisition and Construction Services (Total) | 2530 | | | | | | | | | | 0 |
| 102 | OPERATION & MAINTENANCE OF PLANT SERVICES (Total) | 2540 | | | | | | | | | | 0 |
| 103 | FOOD SERVICES (Total) | 2560 | | | | | | | | | | 0 |
| 105 | 3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above). | | | | | | | | | | | |
| 106 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000) | 1000 | | | | | | | | | | 0 |
| 107 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000) | 2000 | | | | | | | | | | 0 |
| 108 | TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions) | Total Technology | | | | 0 | 0 | 0 | | 0 | | 0 |
| 109 | **Expenditure Section E:** | | | | | | | | | | | |
| 110 | | | | ----------DISBURSEMENTS---------- | | | | | | | | |
| 111 | **Other CARES, CRRSA, ARP Federal Stimulus** | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |

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**CARES, CRRSA, ARP Schedule**
(Detailed Schedule of Receipts and Disbursements)

| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 112 | **Fund EXPENDITURES** | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 113 | **FUNCTION** | | | | | | | | | | | |
| 114 | **1. List the total expenditures for the Functions 1000 and 2000 below** | | | | | | | | | | | |
| 115 | INSTRUCTION Total Expenditures | 1000 | | | | | 13,552 | | | | | 13,552 |
| 116 | SUPPORT SERVICES Total Expenditures | 2000 | | | | | | | | | | 0 |
| 118 | **2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)** | | | | | | | | | | | |
| 119 | Facilities Acquisition and Construction Services (Total) | 2530 | | | | | | | | | | 0 |
| 120 | OPERATION & MAINTENANCE OF PLANT SERVICES (Total) | 2540 | | | | | | | | | | 0 |
| 121 | FOOD SERVICES (Total) | 2560 | | | | | | | | | | 0 |
| 123 | **3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).** | | | | | | | | | | | |
| 124 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000) | 1000 | | | | | | | | | | 0 |
| 125 | TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000) | 2000 | | | | | | | | | | 0 |
| 126 | TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions) | Total Technology | | | | 0 | 0 | 0 | | 0 | | 0 |
| 127 | | | | | | | | | | | | |
| 128 | **Expenditure Section F:** | | | | | | | | | | | |
| 129 | **TOTAL EXPENDITURES (from all CARES, CRRSA, & ARP funds)** | | | ----------DISBURSEMENTS---------- | | | | | | | | |
| 130 | | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |
| 131 | | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 132 | **FUNCTION** | | | | | | | | | | | |
| 133 | INSTRUCTION | 1000 | | 30,364 | 4,674 | 89,518 | 374,781 | 33,579 | 0 | 0 | | 532,916 |
| 134 | SUPPORT SERVICES | 2000 | | 22,570 | 3,893 | 3,724 | 143,090 | 16,545 | 0 | 0 | | 189,822 |
| 135 | **TOTAL EXPENDITURES** | | | | | | | | | | | 722,738 |
| 136 | | | | | | | | | | | | |
| 137 | **Expenditure Section G:** | | | | | | | | | | | |
| 138 | **TOTAL TECHNOLOGY EXPENDITURES (from all CARES, CRRSA, & ARP funds)** | | | ----------DISBURSEMENTS---------- | | | | | | | | |
| 139 | | | | (100) | (200) | (300) | (400) | (500) | (600) | (700) | (800) | (900) |
| 140 | | | | Salaries | Employee Benefits | Purchased Services | Supplies & Materials | Capital Outlay | Other | Non-Capitalized Equipment | Termination Benefits | Total Expenditures |
| 141 | **FUNCTION** | | | | | | | | | | | |
| 142 | TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY Expenditures) | Total Technology | | | | 93,542 | 404,775 | 50,124 | | 0 | | 548,441 |

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| | A | B | C | D | E | F | G | H | I | J | K | L |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | **SCHEDULE OF CAPITAL OUTLAY AND DEPRECIATION** | | | | | | | | | | | |
| 2 | **Description of Assets** (Enter Whole Dollars) | **Acct #** | **Cost Beginning July 1, 2020** | **Add: Additions July 1, 2020 thru June 30, 2021** | **Less: Deletions July 1, 2020 thru June 30, 2021** | **Cost Ending June 30, 2021** | **Life In Years** | **Accumlated Depreciation Beginning July 1, 2020** | **Add: Depreciation Allowable July 1, 2020 thru June 30, 2021** | **Less: Depreciation Deletions July 1, 2020 thru June 30, 2021** | **Accumulated Depreciation Ending June 30, 2021** | **Ending Balance Undepreciated June 30, 2021** |
| 3 | **Works of Art & Historical Treasures** | **210** | | | | 0 | | | | | 0 | 568 0 |
| 4 | **Land** | **220** | | | | | | | | | | |
| 5 | Non-Depreciable Land | 221 | 584,437 | | 2,500 | 581,937 | | | | | | 581,937 |
| 6 | Depreciable Land | 222 | | | | 0 | **50** | | | | 0 | 0 |
| 7 | **Buildings** | **230** | | | | | | | | | | |
| 8 | Permanent Buildings | 231 | 37,890,401 | 31,639,349 | | 69,529,750 | **50** | 17,085,246 | 1,074,201 | | 18,159,447 | 51,370,303 |
| 9 | Temporary Buildings | 232 | | | | 0 | **20** | | | | 0 | 0 |
| 10 | Improvements Other than Buildings (Infrastructure) | 240 | 1,293,287 | | | 1,293,287 | **20** | 854,260 | 25,866 | | 880,126 | 413,161 |
| 11 | **Capitalized Equipment** | **250** | | | | | | | | | | |
| 12 | 10 Yr Schedule | 251 | 2,698,820 | 665,160 | 320,075 | 3,043,905 | **10** | 1,337,627 | 337,281 | 320,075 | 1,354,833 | 1,689,072 |
| 13 | 5 Yr Schedule | 252 | 3,564,163 | 268,334 | 254,024 | 3,578,473 | **5** | 3,034,578 | 265,867 | 252,389 | 3,048,056 | 530,417 |
| 14 | 3 Yr Schedule | 253 | | | | 0 | **3** | | | | 0 | 0 |
| 15 | **Construction in Progress** | **260** | 18,057,693 | 13,581,656 | 31,639,349 | 0 | **--** | | | | | 0 |
| 16 | **Total Capital Assets** | **200** | 64,088,801 | 46,154,499 | 32,215,948 | 78,027,352 | | 22,311,711 | 1,703,215 | 572,464 | 23,442,462 | 54,584,890 |
| 17 | **Non-Capitalized Equipment** | **700** | | | | 0 | **10** | | 0 | | | |
| 18 | **Allowable Depreciation** | | | | | | | | 1,703,215 | | | |

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| | A | B | C | D | E | F |
|---|---|---|---|---|---|---|
| 1 | **ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2020 - 2021)** | | | | | |
| 2 | *This schedule is completed for school districts only.* | | | | | |
| 4 | **Fund** | **Sheet, Row** | | **ACCOUNT NO - TITLE** | | **Amount** |
| 6 | | | | **OPERATING EXPENSE PER PUPIL** | | |
| 7 | **EXPENDITURES:** | | | | | |
| 8 | ED | Expenditures 16-24, L116 | | Total Expenditures | $ | 18,791,426 |
| 9 | O&M | Expenditures 16-24, L155 | | Total Expenditures | | 2,951,312 |
| 10 | DS | Expenditures 16-24, L178 | | Total Expenditures | | 2,189,091 |
| 11 | TR | Expenditures 16-24, L214 | | Total Expenditures | | 1,207,940 |
| 12 | MR/SS | Expenditures 16-24, L299 | | Total Expenditures | | 891,513 |
| 13 | TORT | Expenditures 16-24, L429 | | Total Expenditures | | 1,571,479 |
| 14 | | | | **Total Expenditures** | $ | **27,602,761** |
| 16 | **LESS RECEIPTS/REVENUES OR DISBURSEMENTS/EXPENDITURES NOT APPLICABLE TO THE REGULAR K-12 PROGRAM:** | | | | | |
| 18 | TR | Revenues 10-15, L43, Col F | 1412 | Regular - Transp Fees from Other Districts (In State) | $ | 75,539 |
| 19 | TR | Revenues 10-15, L47, Col F | 1421 | Summer Sch - Transp. Fees from Pupils or Parents (In State) | | 0 |
| 20 | TR | Revenues10-15, L48, Col F | 1422 | Summer Sch - Transp. Fees from Other Districts (In State) | | 0 |
| 21 | TR | Revenues 10-15, L49, Col F | 1423 | Summer Sch - Transp. Fees from Other Sources (In State) | | 0 |
| 22 | TR | Revenues 10-15, L50 Col F | 1424 | Summer Sch - Transp. Fees from Other Sources (Out of State) | | 0 |
| 23 | TR | Revenues 10-15, L52, Col F | 1432 | CTE - Transp Fees from Other Districts (In State) | | 0 |
| 24 | TR | Revenues 10-15, L56, Col F | 1442 | Special Ed - Transp Fees from Other Districts (In State) | | 905 |
| 25 | TR | Revenues 10-15, L59, Col F | 1451 | Adult - Transp Fees from Pupils or Parents (In State) | | 0 |
| 26 | TR | Revenues 10-15, L60, Col F | 1452 | Adult - Transp Fees from Other Districts (In State) | | 0 |
| 27 | TR | Revenues 10-15, L61, Col F | 1453 | Adult - Transp Fees from Other Sources (In State) | | 0 |
| 28 | TR | Revenues 10-15, L62, Col F | 1454 | Adult - Transp Fees from Other Sources (Out of State) | | 0 |
| 29 | O&M-TR | Revenues 10-15, L151, Col D & F | 3410 | Adult Ed (from ICCB) | | 0 |
| 30 | O&M-TR | Revenues 10-15, L152, Col D & F | 3499 | Adult Ed - Other (Describe & Itemize) | | 0 |
| 31 | O&M-TR | Revenues 10-15, L213, Col D,F | 4600 | Fed - Spec Education - Preschool Flow-Through | | 0 |
| 32 | O&M-TR | Revenues 10-15, L214, Col D,F | 4605 | Fed - Spec Education - Preschool Discretionary | | 0 |
| 33 | O&M | Revenues 10-15, L224, Col D | 4810 | Federal - Adult Education | | 0 |
| 34 | ED | Expenditures 16-24, L7, Col K - (G+I) | 1125 | Pre-K Programs | | 421,522 |
| 35 | ED | Expenditures 16-24, L9, Col K - (G+I) | 1225 | Special Education Programs Pre-K | | 0 |
| 36 | ED | Expenditures 16-24, L11, Col K - (G+I) | 1275 | Remedial and Supplemental Programs Pre-K | | 41,380 |
| 37 | ED | Expenditures 16-24, L12, Col K - (G+I) | 1300 | Adult/Continuing Education Programs | | 0 |
| 38 | ED | Expenditures 16-24, L15, Col K - (G+I) | 1600 | Summer School Programs | | 0 |
| 39 | ED | Expenditures 16-24, L20, Col K | 1910 | Pre-K Programs - Private Tuition | | 0 |
| 40 | ED | Expenditures 16-24, L21, Col K | 1911 | Regular K-12 Programs - Private Tuition | | 1,450 |
| 41 | ED | Expenditures 16-24, L22, Col K | 1912 | Special Education Programs K-12 - Private Tuition | | 284,255 |
| 42 | ED | Expenditures 16-24, L23, Col K | 1913 | Special Education Programs Pre-K - Tuition | | 0 |
| 43 | ED | Expenditures 16-24, L24, Col K | 1914 | Remedial/Supplemental Programs K-12 - Private Tuition | | 0 |
| 44 | ED | Expenditures 16-24, L25, Col K | 1915 | Remedial/Supplemental Programs Pre-K - Private Tuition | | 0 |
| 45 | ED | Expenditures 16-24, L26, Col K | 1916 | Adult/Continuing Education Programs - Private Tuition | | 0 |
| 46 | ED | Expenditures 16-24, L27, Col K | 1917 | CTE Programs - Private Tuition | | 0 |
| 47 | ED | Expenditures 16-24, L28, Col K | 1918 | Interscholastic Programs - Private Tuition | | 0 |
| 48 | ED | Expenditures 16-24, L29, Col K | 1919 | Summer School Programs - Private Tuition | | 0 |
| 49 | ED | Expenditures 16-24, L30, Col K | 1920 | Gifted Programs - Private Tuition | | 0 |
| 50 | ED | Expenditures 16-24, L31, Col K | 1921 | Bilingual Programs - Private Tuition | | 0 |
| 51 | ED | Expenditures 16-24, L32, Col K | 1922 | Truants Alternative/Optional Ed Progms - Private Tuition | | 0 |
| 52 | ED | Expenditures 16-24, L77, Col K - (G+I) | 3000 | Community Services | | 392,969 |
| 53 | ED | Expenditures 16-24, L104, Col K | 4000 | Total Payments to Other Govt Units | | 1,282,034 |
| 54 | ED | Expenditures 16-24, L116, Col G | - | Capital Outlay | | 606,659 |
| 55 | ED | Expenditures 16-24, L116, Col I | - | Non-Capitalized Equipment | | 0 |
| 56 | O&M | Expenditures 16-24, L134, Col K - (G+I) | 3000 | Community Services | | 0 |
| 57 | O&M | Expenditures 16-24, L143, Col K | 4000 | Total Payments to Other Govt Units | | 0 |
| 58 | O&M | Expenditures 16-24, L155, Col G | - | Capital Outlay | | 2,225,911 |
| 59 | O&M | Expenditures 16-24, L155, Col I | - | Non-Capitalized Equipment | | 0 |
| 60 | DS | Expenditures 16-24, L164, Col K | 4000 | Payments to Other Dist & Govt Units | | 0 |
| 61 | DS | Expenditures 16-24, L174, Col K | 5300 | Debt Service - Payments of Principal on Long-Term Debt | | 531,550 |
| 62 | TR | Expenditures 16-24, L189, Col K - (G+I) | 3000 | Community Services | | 0 |
| 63 | TR | Expenditures 16-24, L200, Col K | 4000 | Total Payments to Other Govt Units | | 0 |
| 64 | TR | Expenditures 16-24, L210, Col K | 5300 | Debt Service - Payments of Principal on Long-Term Debt | | 0 |
| 65 | TR | Expenditures 16-24, L214, Col G | - | Capital Outlay | | 268,334 |
| 66 | TR | Expenditures 16-24, L214, Col I | - | Non-Capitalized Equipment | | 0 |
| 67 | MR/SS | Expenditures 16-24, L220, Col K | 1125 | Pre-K Programs | | 23,826 |
| 68 | MR/SS | Expenditures 16-24, L222, Col K | 1225 | Special Education Programs - Pre-K | | 0 |
| 69 | MR/SS | Expenditures 16-24, L224, Col K | 1275 | Remedial and Supplemental Programs - Pre-K | | 1,796 |
| 70 | MR/SS | Expenditures 16-24, L225, Col K | 1300 | Adult/Continuing Education Programs | | 0 |
| 71 | MR/SS | Expenditures 16-24, L228, Col K | 1600 | Summer School Programs | | 0 |
| 72 | MR/SS | Expenditures 16-24, L284, Col K | 3000 | Community Services | | 22,121 |
| 73 | MR/SS | Expenditures 16-24, L289, Col K | 4000 | Total Payments to Other Govt Units | | 0 |
| 74 | Tort | Expenditures 16-24, L325, Col K - (G+I) | 1125 | Pre-K Programs | | 0 |
| 75 | Tort | Expenditures 16-24, L327, Col K - (G+I) | 1225 | Special Education Programs Pre-K | | 0 |
| 76 | Tort | Expenditures 16-24, L329, Col K - (G+I) | 1275 | Remedial and Supplemental Programs Pre-K | | 0 |
| 77 | Tort | Expenditures 16-24, L330, Col K - (G+I) | 1300 | Adult/Continuing Education Programs | | 0 |
| 78 | Tort | Expenditures 16-24, L333, Col K - (G+I) | 1600 | Summer School Programs | | 0 |
| 79 | Tort | Expenditures 16-24, L338, Col K | 1910 | Pre-K Programs - Private Tuition | | 0 |
| 80 | Tort | Expenditures 16-24, L339, Col K | 1911 | Regular K-12 Programs - Private Tuition | | 0 |
| 81 | Tort | Expenditures 16-24, L340, Col K | 1912 | Special Education Programs K-12 - Private Tuition | | 0 |
| 82 | Tort | Expenditures 16-24, L341, Col K | 1913 | Special Education Programs Pre-K - Tuition | | 0 |
| 83 | Tort | Expenditures 16-24, L342, Col K | 1914 | Remedial/Supplemental Programs K-12 - Private Tuition | | 0 |
| 84 | Tort | Expenditures 16-24, L343, Col K | 1915 | Remedial/Supplemental Programs Pre-K - Private Tuition | | 0 |
| 85 | Tort | Expenditures 16-24, L344, Col K | 1916 | Adult/Continuing Education Programs - Private Tuition | | 0 |
| 86 | Tort | Expenditures 16-24, L345, Col K | 1917 | CTE Programs - Private Tuition | | 0 |
| 87 | Tort | Expenditures 16-24, L346, Col K | 1918 | Interscholastic Programs - Private Tuition | | 0 |
| 88 | Tort | Expenditures 16-24, L347, Col K | 1919 | Summer School Programs - Private Tuition | | 0 |
| 89 | Tort | Expenditures 16-24, L348, Col K | 1920 | Gifted Programs - Private Tuition | | 0 |
| 90 | Tort | Expenditures 16-24, L349, Col K | 1921 | Bilingual Programs - Private Tuition | | 0 |
| 91 | Tort | Expenditures 16-24, L350, Col K | 1922 | Truants Alternative/Optional Ed Progms - Private Tuition | | 0 |

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| | A | B | C | D | E | F | G H |
|---|---|---|---|---|---|---|---|
| 1 | **ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2020 - 2021)** | | | | | | |
| 2 | *This schedule is completed for school districts only.* | | | | | | |
| 4 | **Fund** | **Sheet, Row** | | **ACCOUNT NO - TITLE** | | **Amount** | |
| 92 | Tort | Expenditures 16-24, L394, Col K - (G+I) | 3000 | Community Services | | 0 | |
| 93 | Tort | Expenditures 16-24, L421, Col K | 4000 | Total Payments to Other Govt Units | | 0 | |
| 94 | Tort | Expenditures 16-24, L429, Col G | - | Capital Outlay | | 0 | |
| 95 | Tort | Expenditures 16-24, L429, Col I | - | Non-Capitalized Equipment | | 0 | |
| 96 | | | | **Total Deductions for OEPP Computation (Sum of Lines 18 - 95)** | $ | **6,180,251** | |
| 97 | | | | **Total Operating Expenses Regular K-12 (Line 14 minus Line 96)** | | 21,422,510 | |
| 98 | | | | **9 Month ADA from Average Daily Attendance - Student Information System (SIS) in IWAS-preliminary ADA 2020-2021** | | 2,002.10 | |
| 99 | | | | **Estimated OEPP (Line 97 divided by Line 98)** | $ | **10,700.02** | |
| 100 | | | | | | | |

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## ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2020 - 2021)

*This schedule is completed for school districts only.*

| Fund | Sheet, Row | ACCOUNT NO | TITLE | Amount |
|---|---|---|---|---|
| | | | **PER CAPITA TUITION CHARGE** | |
| **LESS OFFSETTING RECEIPTS/REVENUES:** | | | | |
| TR | Revenues 10-15, L42, Col F | 1411 | Regular -Transp Fees from Pupils or Parents (In State) | $ 0 |
| TR | Revenues 10-15, L44, Col F | 1413 | Regular - Transp Fees from Other Sources (In State) | 3,571 |
| TR | Revenues 10-15, L45, Col F | 1415 | Regular - Transp Fees from Co-curricular Activities (In State) | 26,260 |
| TR | Revenues 10-15, L46, Col F | 1416 | Regular Transp Fees from Other Sources (Out of State) | 0 |
| TR | Revenues 10-15, L51, Col F | 1431 | CTE - Transp Fees from Pupils or Parents (In State) | 0 |
| TR | Revenues 10-15, L53, Col F | 1433 | CTE - Transp Fees from Other Sources (In State) | 0 |
| TR | Revenues 10-15, L54, Col F | 1434 | CTE - Transp Fees from Other Sources (Out of State) | 0 |
| TR | Revenues 10-15, L55, Col F | 1441 | Special Ed - Transp Fees from Pupils or Parents (In State) | 0 |
| TR | Revenues 10-15, L57, Col F | 1443 | Special Ed - Transp Fees from Other Sources (In State) | 0 |
| TR | Revenues 10-15, L58, Col F | 1444 | Special Ed - Transp Fees from Other Sources (Out of State) | 0 |
| ED | Revenues 10-15, L75, Col C | 1600 | Total Food Service | 10,169 |
| ED-O&M | Revenues 10-15, L83, Col C,D | 1700 | Total District/School Activity Income (without Student Activity Funds) | 5,543 |
| ED | Revenues 10-15, L86, Col C | 1811 | Rentals - Regular Textbooks | 160,192 |
| ED | Revenues 10-15, L89, Col C | 1819 | Rentals - Other (Describe & Itemize) | 0 |
| ED | Revenues 10-15, L90, Col C | 1821 | Sales - Regular Textbooks | 0 |
| ED | Revenues 10-15, L93, Col C | 1829 | Sales - Other (Describe & Itemize) | 0 |
| ED | Revenues 10-15, L94, Col C | 1890 | Other (Describe & Itemize) | 0 |
| ED-O&M | Revenues 10-15, L97, Col C,D | 1910 | Rentals | 10,000 |
| ED-O&M-TR | Revenues 10-15, L100, Col C,D,F | 1940 | Services Provided Other Districts | 167 |
| ED-O&M-DS-TR-MR/SS | Revenues 10-15, L106, Col C,D,E,F,G | 1991 | Payment from Other Districts | 0 |
| ED | Revenues 10-15, L108, Col C | 1993 | Other Local Fees (Describe & Itemize) | 0 |
| ED-O&M-TR | Revenues 10-15, L134, Col C,D,F | 3100 | Total Special Education | 122,477 |
| ED-O&M-MR/SS | Revenues 10-15, L143, Col C,D,G | 3200 | Total Career and Technical Education | 195,815 |
| ED-MR/SS | Revenues 10-15, L147, Col C,G | 3300 | Total Bilingual Ed | 0 |
| ED | Revenues 10-15, L148, Col C | 3360 | State Free Lunch & Breakfast | 3,024 |
| ED-O&M-MR/SS | Revenues 10-15, L149, Col C,D,G | 3365 | School Breakfast Initiative | 0 |
| ED-O&M | Revenues 10-15, L150,Col C,D | 3370 | Driver Education | 25,750 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L157, Col C,D,F,G | 3500 | Total Transportation | 1,025,344 |
| ED | Revenues 10-15, L158, Col C | 3610 | Learning Improvement - Change Grants | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L159, Col C,D,F,G | 3660 | Scientific Literacy | 0 |
| ED-TR-MR/SS | Revenues 10-15, L160, Col C,F,G | 3695 | Truant Alternative/Optional Education | 60,855 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L162, Col C,D,F,G | 3766 | Chicago General Education Block Grant | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L163, Col C,D,F,G | 3767 | Chicago Educational Services Block Grant | 0 |
| ED-O&M-DS-TR-MR/SS | Revenues 10-15, L164, Col C,D,E,F,G | 3775 | School Safety & Educational Improvement Block Grant | 0 |
| ED-O&M-DS-TR-MR/SS | Revenues 10-15, L165, Col C,D,E,F,G | 3780 | Technology - Technology for Success | 0 |
| ED-TR | Revenues 10-15, L166, Col C,F | 3815 | State Charter Schools | 0 |
| O&M | Revenues 10-15, L169, Col D | 3925 | School Infrastructure - Maintenance Projects | 0 |
| ED-O&M-DS-TR-MR/SS-Tort | Revenues 10-15, L170, Col C-G,J | 3999 | Other Restricted Revenue from State Sources | 3,219 |
| ED | Revenues 10-15, L179, Col C | 4045 | Head Start (Subtract) | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L183, Col C,D,F,G | - | Total Restricted Grants-In-Aid Received Directly from Federal Govt | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L190, Col C,D,F,G | 4100 | Total Title V | 0 |
| ED-MR/SS | Revenues 10-15, L200, Col C,G | 4200 | Total Food Service | 789,803 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L206, Col C,D,F,G | 4300 | Total Title I | 661,392 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L211, Col C,D,F,G | 4400 | Total Title IV | 261,387 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L215, Col C,D,F,G | 4620 | Fed - Spec Education - IDEA - Flow Through | 605,636 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L216, Col C,D,F,G | 4625 | Fed - Spec Education - IDEA - Room & Board | 226,947 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L217, Col C,D,F,G | 4630 | Fed - Spec Education - IDEA - Discretionary | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L218, Col C,D,F,G | 4699 | Fed - Spec Education - IDEA - Other (Describe & Itemize) | 0 |
| ED-O&M-MR/SS | Revenues 10-15, L223, Col C,D,G | 4700 | Total CTE - Perkins | 22,999 |
| ED-O&M-DS-TR-MR/SS-Tort | Revenue Adjustments (C226 thru J253) | 4800 | Total ARRA Program Adjustments | 0 |
| ED | Revenues 10-15, L255, Col C | 4901 | Race to the Top | 0 |
| ED-O&M-DS-TR-MR/SS-Tort | Revenues 10-15, L256, Col C-G,J | 4902 | Race to the Top-Preschool Expansion Grant | 0 |
| ED-TR-MR/SS | Revenues 10-15, L257, Col C,F,G | 4905 | Title III - Immigrant Education Program (IEP) | 0 |
| ED-TR-MR/SS | Revenues 10-15, L258, Col C,F,G | 4909 | Title III - Language Inst Program - Limited Eng (LIPLEP) | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L259, Col C,D,F,G | 4920 | McKinney Education for Homeless Children | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L260, Col C,D,F,G | 4930 | Title II - Eisenhower Professional Development Formula | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L261, Col C,D,F,G | 4932 | Title II - Teacher Quality | 98,076 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L262, Col C,D,F,G | 4960 | Federal Charter Schools | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L263, Col C,D,F,G | 4981 | State Assessment Grants | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L264, Col C,D,F,G | 4982 | Grant for State Assessments and Related Activities | 0 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L265, Col C,D,F,G | 4991 | Medicaid Matching Funds - Administrative Outreach | 77,343 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L266, Col C,D,F,G | 4992 | Medicaid Matching Funds - Fee-for-Service Program | 17,281 |
| ED-O&M-TR-MR/SS | Revenues 10-15, L267, Col C,D,F,G | 4998 | Other Restricted Revenue from Federal Sources (Describe & Itemize) | 726,771 |
| Federal Stimulus Revenue | CARES CRRSA ARP Schedule | | Adjusting for FY20 revenue received in FY21 for FY20 Expenses | (7,849) |
| **ED-TR-MR/SS** | **Revenues (Part of EBF Payment)** | **3100** | **Special Education Contributions from EBF Funds **** | 699,355 |
| **ED-MR/SS** | **Revenues (Part of EBF Payment)** | **3300** | **English Learning (Bilingual) Contributions from EBF Funds **** | 2,152 |

| | | |
|---|---|---|
| **Total Deductions for PCTC Computation Line 104 through Line 193** | $ | **5,833,679** |
| **Net Operating Expense for Tuition Computation (Line 97 minus Line 195)** | | 15,588,831 |
| **Total Depreciation Allowance (from page 32, Line 18, Col I)** | | 1,703,215 |
| **Total Allowance for PCTC Computation (Line 196 plus Line 197)** | | 17,292,046 |
| **9 Month ADA from Average Daily Attendance - Student Information System (SIS) in IWAS-preliminary ADA 2020-2021** | | 2,002.10 |
| **Total Estimated PCTC (Line 198 divided by Line 199)** * | $ | **8,636.95** |

***The total OEPP/PCTC may change based on the data provided. The final amounts will be calculated by ISBE. The 9-month ADA listed on the this tab is NOT the final 9-month ADA.**

** **Go to the link below: Under Calculations, select FY 2021 Student Population Funding Allocation Summary.**

**Open Excel file and use the amount in column D for the Special Education Contribution and column E for the English Learner Contribution for the selected school district.**

***Evidence Based Funding Link:*** FY 2021 Student Population Funding Allocation - Summary

Illinois State Board of Education
School Business Services Department

# Current Year Payment on Contracts For Indirect Cost Rate Computation

**Please do not remove and reinsert this tab from the workbook or paste into this tab. The AFR will be returned to the auditor if this tab is completed incorrectly.**

***This schedule is to calculate the amount allowed on contracts obligated by the school district for the Indirect Cost Rate calculation. The contracts should be only for purchase services and not for salary contracts. Do not include contracts for Capital Outlay (500) or Non-Capitalized Equipment (700) on this schedule. They are excluded from the Indirect Cost Rate calculation.***

***To determine the applicable contracts for this schedule, they must meet ALL three qualifications below:***

1. ***The contract must be coded to one of the combinations listed on the icon below called "Fund-Function-Object Chart"***
2. ***The contract must meet the qualifications on the icons below: the "Indirect Cost Plan" (Page 12 & 13 - Sub-agreement for Services) and the "Subaward & Subcontract Guidance"***
3. ***Only list contracts that were paid over $25,000 for the fiscal year.***

1. Double click icon to the right for a list of Fund-Function-Objects to use below.

Fund-Function-Object Chart

Indirect Cost Plan (double click to view)

Subaward & Subcontract Guidance

2. Double click icons to the left for the qualifications of Sub-agreement for Services.

***Column A, B, C, D below must be completed for each contract. Enter Column B without hypens. Ex) 101000600***

***Column (E) and (F) are calculated automatically based on the information provided in Columns (A through D).***

***The amount in column (E) is the amount allowed on each contract in the Indirect Cost Rate calculation. The amount in column (F) is the amount that will be deducted from the base in the indirect cost rate (page 30) for Program Year 2023.***

| Enter Fund-Function-Object Name, Where the Expenditure was Recorded (Column A) | Fund- Function- Object Number (Column B) | Enter Contracted Company Name (Column C) | Enter Current Year Amount Paid on Contract (must be less than or equal to amount reported in the AFR's "Expenditures 15-22" tab) (Column D) | Contract Amount Applied to the Indirect Cost Rate Base (Column E) | Contract Amount deducted from the Indirect Cost Rate Base (Column F) |
|---|---|---|---|---|---|
| *Enter as shown here: ED-Instruction-Other* | *10-1000-600* | *Company Name* | *500,000* | *25,000* | *475,000* |
| None | | | | 0 | 0 |
| | | | | 0 | 0 |
| | | | | 0 | 0 |
|

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# ESTIMATED INDIRECT COST DATA

## ESTIMATED INDIRECT COST RATE DATA

**SECTION I**

**Financial Data To Assist Indirect Cost Rate Determination**

***(Source document for the computation of the Indirect Cost Rate is found in the "Expenditures" tab.)***

**ALL OBJECTS EXCLUDE CAPITAL OUTLAY.** With the exception of line 11, enter the disbursements/expenditures included within the following functions charged directly to and reimbursed from federal grant programs. Also, include all amounts paid to or for other employees within each function that work with specific federal grant programs in the same capacity as those charged to and reimbursed from the same federal grant programs. For example, if a district received funding for a Title I clerk, all other salaries for Title I clerks performing like duties in that function must be included. Include any benefits and/or purchased services paid on or to persons whose salaries are classified as direct costs in the function listed.

| | |
|---|---|
| **Support Services - Direct Costs (1-2000) and (5-2000)** | |
| Direction of Business Support Services (1-2510) and (5-2510) | |
| Fiscal Services (1-2520) and (5-2520) | |
| Operation and Maintenance of Plant Services (1, 2, and 5-2540) | |
| Food Services (1-2560) *Must be less than (P16, Col E-F, L65)* | 394,938 |
| Value of Commodities Received for Fiscal Year 2021 (Include the value of commodities when determining if a Single Audit is required). | 55,034 |
| Internal Services (1-2570) and (5-2570) | |
| Staff Services (1-2640) and (5-2640) | |
| Data Processing Services (1-2660) and (5-2660) | |

**SECTION II**

**Estimated Indirect Cost Rate for Federal Programs**

| | Function | Restricted Program | | Unrestricted Program | |
|---|---|---|---|---|---|
| | | Indirect Costs | Direct Costs | Indirect Costs | Direct Costs |
| **Instruction** | 1000 | | 11,875,725 | | 11,875,725 |
| **Support Services:** | | | | | |
| Pupil | 2100 | | 1,023,693 | | 1,023,693 |
| Instructional Staff | 2200 | | 406,592 | | 406,592 |
| General Admin. | 2300 | | 1,372,793 | | 1,372,793 |
| School Admin | 2400 | | 1,054,882 | | 1,054,882 |
| **Business:** | | | | | |
| Direction of Business Spt. Srv. | 2510 | 0 | 0 | 0 | 0 |
| Fiscal Services | 2520 | 337,030 | 0 | 337,030 | 0 |
| Oper. & Maint. Plant Services | 2540 | | 1,922,504 | 1,922,504 | 0 |
| Pupil Transportation | 2550 | | 1,272,786 | | 1,272,786 |
| Food Services | 2560 | | 523,058 | | 523,058 |
| Internal Services | 2570 | 0 | 0 | 0 | 0 |
| **Central:** | | | | | |
| Direction of Central Spt. Srv. | 2610 | | 0 | | 0 |
| Plan, Rsrch, Dvlp, Eval. Srv. | 2620 | | 7,495 | | 7,495 |
| Information Services | 2630 | | 32,994 | | 32,994 |
| Staff Services | 2640 | 0 | 0 | 0 | 0 |
| Data Processing Services | 2660 | 364,808 | 0 | 364,808 | 0 |
| **Other:** | 2900 | | 26,344 | | 26,344 |
| **Community Services** | 3000 | | 415,090 | | 415,090 |
| **Contracts Paid in CY over the allowed amount for ICR calculation (from page 36)** | | | 0 | | 0 |
| **Total** | | 701,838 | 19,933,956 | 2,624,342 | 18,011,452 |
| | | **Restricted Rate** | | **Unrestricted Rate** | |
| | | Total Indirect Costs: | 701,838 | Total Indirect Costs: | 2,624,342 |
| | | Total Direct Costs: | 19,933,956 | Total Direct Costs: | 18,011,452 |
| | | = **3.52%** | | = **14.57%** | |

**Educational**

1. Pg. 11, Line 74; Other Food Service; Other Food Sales $123
2. Pg. 11, Line 81; Other Pupil Activity Revenue; Other Pupil Fees $82
3. Pg. 12, Line 109; Other; Other Non-Pupil Fees $25,790, E-Rate Refund $92,003, JFF CAN Program $2,000, JFF Web/Bio $4,000, JFF Tech Grant $50,000, JFF Chat/Music Therapy $25,000
4. Pg. 11, Line 142; Other Voc-Ed; Voc Ed Ag Incent Grant $7,939, Elementary Career Grant $1,435, Voc Ed Formula $157,759
5. pg. 13, Line 170; Other Revenue from State Sources; Library Grant $3,219
6. Pg. 14, Line 222; CTE-Other; V E Perkins T-IIC 2 Tutor $22,999
7. Pg. 15, Line 267; Other Restricted Revenue from Federal Sources; FEMA Grant $13,552, ESSER $485,851, Digital Equity-ESSER $152,652, JROTC $74,716
8. Pg. 16, Line 43; Other Support Services-Pupils; Employee Benefits; RCES Supervision TRS $35, RCES Supervision Aide Ins Ben $13,145
9. Pg. 17, Line 75; Other Support Services; Salaries - 21st Century Fac Sal $763, 21st Century Sal $19,899; Employee Benefits - 21st Century Fac TRS $175, 21st Century TRS $3,820; Supplies & Materials - 21st Century Supp $5, Title I Homeless Supplies $543, 21st Century Site Mngrs Supplies $89

**Operations and Maintenance**

1. Pg. 12, Line 109; Local Sources; Other; Other Bldg Rev-Ins Reim etc $101,349

**Transportation**

1. Pg. 12, Line 109; Locas Sources; Other; Insrnc Rmb/Othr Misc $250

**Municipal Retirement & Social Security**

1. Pg. 20, Line 241; Other Support Services-Pupils; Employee Benefits; RCES Supervision Aide IMRF IMRF $9,568, RCES Supervision Aide FICA $4,501, RCES Supervision Aide Med $1,058
2. Pg. 21, Line 275; Other Support Services; Employee Benefits; 21st Century Med $14, 21st Century Other IMRF $510, 21st Century Other FICA $257, 21st Century Med $269

**Schedule of Long-term Debt**

1. Pg. 26, Line 36; Beginning balance and activity realted to a note payable recorded in the Operations & Maintenance Fund. See Note 7 of the financial statements for more detail.

**Tort Immunity**

1. Pg. 22; Line 352; Othe Support Services - Tort Supervision Salaries $85,236
2. Pg. 27, Line 45; Other Expenditures; O&M Plant Services; Custodian Salaries $176,183, Food Services Salaries $38,715, Regular Program Salaries $680,778, CTE Program Salaries $73,469, Supervision Salaries $83,236.

**CARES CRRSA ARP**

1. Pg. 28, Line 26; Other CARES, CRRSA, ARP Funding; FEMA Public Assistance Grant for COVID-19 Pandemic - $13,552
2. Pg. 28, Line 27; Other Federal Revenues in account 4998 - JROTC Grant $74,716

| | |
|---|---|
| **Grantee Name** | Richland County CUSD 1 |
| **ID Numbers** | AUDIT:29128 Grantee:679111 DUNS:047274386 FEIN:376004449 |
| **Audit Period** | 7/1/2020 - 6/30/2021 |
| **Submitted** | 11/24/2021; Chris Simpson; Superintendent of Schools; csimpson@rccu1.net; 6183952324 |
| **Accepted** | |
| **Program Count** | 28 |

| **All Programs Total** | | | | |
|---|---|---|---|---|
| **Category** | **State** | **Federal** | **Other** | **Total** |
| Personal Services (Salaries and Wages) | 0.00 | 0.00 | 0.00 | 0.00 |
| Fringe Benefits | 0.00 | 0.00 | 0.00 | 0.00 |
| Travel | 0.00 | 0.00 | 0.00 | 0.00 |
| Equipment | 0.00 | 0.00 | 0.00 | 0.00 |
| Supplies | 0.00 | 0.00 | 0.00 | 0.00 |
| Contractual Services | 0.00 | 0.00 | 0.00 | 0.00 |
| Consultant (Professional Services) | 0.00 | 0.00 | 0.00 | 0.00 |
| Construction | 0.00 | 0.00 | 0.00 | 0.00 |
| Occupancy - Rent and Utilities | 0.00 | 0.00 | 0.00 | 0.00 |
| Research and Development | 0.00 | 0.00 | 0.00 | 0.00 |
| Telecommunications | 0.00 | 0.00 | 0.00 | 0.00 |
| Training and Education | 0.00 | 0.00 | 0.00 | 0.00 |
| Direct Administrative Costs | 0.00 | 0.00 | 0.00 | 0.00 |
| Miscellaneous Costs | 0.00 | 264,465.00 | 23,554,545.00 | 23,819,010.00 |
| All Grant Specific Categories | 12,396,123.00 | 3,400,697.00 | 0.00 | 15,796,820.00 |
| **TOTAL DIRECT EXPENDITURES** | **12,396,123.00** | **3,665,162.00** | **23,554,545.00** | **39,615,830.00** |
| Indirect Costs | 0.00 | 0.00 | 0.00 | 0.00 |
| **TOTAL EXPENDITURES** | **12,396,123.00** | **3,665,162.00** | **23,554,545.00** | **39,615,830.00** |

# OTHER INFORMATION

**REPORT ON SHARED SERVICES OR OUTSOURCING**

School Code, Section 17-1.1 (*Public Act 97-0357*)

Fiscal Year Ending June 30, 2021

*Complete the following for attempts to improve fiscal efficiency through shared services or outsourcing in the prior, current and next fiscal years.*

Richland County Community Unit

12-080-0010-26

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| *Check box if this schedule is not applicable.....* | | Prior Fiscal Year | Current Fiscal Year | Next Fiscal Year | Name of the Local Education Agency (LEA) Participating in the Joint Agreement, Cooperative or Shared Service. |
|---|---|---|---|---|---|
| Indicate with an (X) If Deficit Reduction Plan Is Required in the Budget | | | | | |
| **Service or Function** ***( Check all that apply )*** | | | | **Barriers to Implementation** | (Limit text to 200 characters, for additional space use line 33 and 38) |
| Curriculum Planning | | | | | |
| Custodial Services | | | | | |
| Educational Shared Programs | | | | | |
| Employee Benefits | | X | X | | Red Hill CUSD #10 & Flora CUSD #35 |
| Energy Purchasing | | | | | |
| Food Services | | | | | |
| Grant Writing | | | | | |
| Grounds Maintenance Services | | | | | |
| Insurance | | X | X | | Outsourced Services: Outsources to third party |
| Investment Pools | | | | | |
| Legal Services | | X | X | | Outsourced Services: Outsources to third party |
| Maintenance Services | | | | | |
| Personnel Recruitment | | | | | |
| Professional Development | | | | | |
| Shared Personnel | | | | | |
| Special Education Cooperatives | | X | X | | South Eastern Special Education Program (See below) |
| STEM (science, technology, engineering and math) Program Offerings | | | | | |
| Supply & Equipment Purchasing | | | | | |
| Technology Services | | | | | |
| Transportation | | X | X | | Red Hill CUSD #10, Carlyle Comm. SD #1, Flora CUSD #35 |
| Vocational Education Cooperatives | | X | X | | Regional Delivery System (See below) |
| All Other Joint/Cooperative Agreements | | | | | |
| Other | | | | | |

Additional space for Column (D) - Barriers to Implementation:

Additional space for Column (E) - Name of LEA :

**ILLINOIS STATE BOARD OF EDUCATION**
School Business Services Department (N-330)
100 North First Street
Springfield, IL 62777-0001

**LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET**
(Section 17-1.5 of the School Code)

School District Name: Richland County Community Unit District Nc
RCDT Number: 12-080-0010-26

| Description | Funct. No. | Actual Expenditures, Fiscal Year 2021 (10) Educational Fund | (20) Operations & Maintenance Fund | (80) Tort Fund * | Total | Budgeted Expenditures, Fiscal Year 2022 (10) Educational Fund | (20) Operations & Maintenance Fund | (80) Tort Fund | Total |
|---|---|---|---|---|---|---|---|---|---|
| **1.** Executive Administration Services | 2320 | 262,798 | | 0 | 262,798 | 264,579 | | | 264,579 |
| **2.** Special Area Administration Services | 2330 | 505,439 | | 0 | 505,439 | 548,302 | | | 548,302 |
| **3.** Other Support Services - School Administration | 2490 | 0 | | 0 | 0 | | | | 0 |
| **4.** Direction of Business Support Services | 2510 | 0 | 0 | 0 | 0 | | | | 0 |
| **5.** Internal Services | 2570 | 0 | | 0 | 0 | | | | 0 |
| **6.** Direction of Central Support Services | 2610 | 0 | | 0 | 0 | | | | 0 |
| **7.** Deduct - Early Retirement or other pension obligations required by state law and included above. | | | | | 0 | | | | 0 |
| **8. Totals** | | 768,237 | 0 | 0 | 768,237 | 812,881 | 0 | 0 | 812,881 |
| **9. Percent Increase (Decrease) for FY2022 (Budgeted) over FY2021 (Actual)** | | | | | | | | | 6% |

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**CERTIFICATION**
I certify that the amounts shown above as Actual Expenditures, Fiscal Year 2021, agree with the amounts on the district's Annual Financial Report for Fiscal Year 2021.
I also certify that the amounts shown above as Budgeted Expenditures, Fiscal Year 2022, agree with the amounts on the budget adopted by the Board of Education.

| *Signature of Superintendent* | *Date* |
|---|---|
| Chris Simpson | (618) 395-2324 |
| *Contact Name (for questions)* | *Contact Telephone Number* |

***If line 9 is greater than 5% please check one box below.***

☐ The District is ranked by ISBE in the lowest 25th percentile of like districts in administrative expenditures per student (4th quartile) and will waive the limitation by board action, subsequent to a public hearing.

☐ The district is unable to waive the limitation by board action and will be requesting a waiver from the General Assembly pursuant to the procedures in Chapter 105 ILCS 5/2-3.25g. Waiver applications must be postmarked by August 15, 2021 to ensure inclusion in the Fall 2021 report or postmarked by January 15, 2022 to ensure inclusion in the Spring 2022 report. Information on the waiver process can be found at https://www.isbe.net/Pages/Waivers.aspx

☒ The district will amend their budget to become in compliance with the limitation.

# FEDERAL COMPLIANCE SECTION

**ANNUAL FEDERAL FINANCIAL COMPLIANCE REPORT (COVER SHEET)**
**DISTRICT/JOINT AGREEMENT**
**Year Ending June 30, 2021**

| DISTRICT/JOINT AGREEMENT NAME | RCDT NUMBER | CPA FIRM 9-DIGIT STATE REGISTRATION NUMBER |
|---|---|---|
| **Richland County Community Unit School District No. 1** | **12-080-0010-26** | **065-029936** |

| | |
|---|---|
| ADMINISTRATIVE AGENT IF JOINT AGREEMENT (as applicable)<br>**Chris Simpson** | NAME AND ADDRESS OF AUDIT FIRM<br>**Kemper CPA Group LLP**<br>**802 Old Wheatland Road**<br>**Vincennes** |
| ADDRESS OF AUDITED ENTITY<br>*(Street and/or P.O. Box, City, State, Zip Code)*<br>**1100 E Laurel Street**<br>**Olney, IL 62450** | E-MAIL ADDRESS: cbenson@kempercpa.com<br>NAME OF AUDIT SUPERVISOR<br>**Curt Benson** |

| CPA FIRM TELEPHONE NUMBER | FAX NUMBER |
|---|---|
| **812-882-7730** | **812-882-7778** |

**THE FOLLOWING INFORMATION MUST BE INCLUDED IN THE SINGLE AUDIT REPORT:**

- [X] A copy of the CPA firm's most recent peer review report and acceptance letter has been submitted to ISBE (either with the audit or under separate cover).
- [X] Financial Statements including footnotes (Title 2 CFR §200.510 (a))
- [X] Schedule of Expenditures of Federal Awards including footnotes (Title 2 CFR §200.510 (b))
- [X] Independent Auditor's Report on the Financial Statements (Title 2 CFR §200.515 (a))
- [X] Independent Auditor's Report on Internal Control Over Financial Reporting and Compliance Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* (Title 2 CFR §200.515 (b))
- [X] Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by Uniform Guidance (Title 2 CFR §200.515 (c))
- [X] Schedule of Findings and Questioned Costs (Title 2 CFR §200.515 (d))
- [X] Summary Schedule of Prior Audit Findings (Title 2 CFR §200.511 (b))
- [X] Corrective Action Plan on LEA letterhead (Title 2 CFR §200.511 (c))

**THE FOLLOWING INFORMATION IS HIGHLY RECOMMENDED TO BE INCLUDED:**

- [X] A Copy of the Federal Data Collection Form (Title 2 CFR §200.512 (b))
- [ ] A Copy of each Management Letter

KEMPER CPA GROUP LLP
Certified Public Accountants and Consultants

# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Education
Richland County Community Unit School District No. 1
Olney, Illinois

We have audited, in accordance with auditing standards accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Richland County Community Unit School District No. 1 as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Richland County Community Unit School District No. 1's basic financial statements and have issued our report thereon dated November 30, 2021. Our opinion was adverse because the financial statements are not prepared in accordance with generally accepted accounting principles. However, the financial statements were found to be fairly stated on the modified cash basis of accounting, in accordance with regulatory reporting requirements established by the Illinois State Board of Education, which is a comprehensive basis of accounting other than generally accepted accounting principles.

## Internal Control Over Financial Reporting

In planning and performing our audit, we considered Richland County Community Unit School District No. 1's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Richland County Community Unit School District No. 1's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses, therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control over financial reporting, described in the accompanying schedule of findings and questioned costs that we consider to be a material weakness, 2021-001.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Richland County Community Unit School District No. 1's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Richland County Community Unit School District No. 1's Response to Findings**

Richland County Community Unit School District No. 1's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. Richland County Community Unit School District No. 1's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion of the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering an entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Vincennes, Indiana
November 29, 2021

KEMPER CPA GROUP LLP
Certified Public Accountants and Consultants

# INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Education
Richland County Community Unit School District No. 1
Olney, Illinois

## Report on Compliance for Each Major Federal Program

We have audited Richland County Community Unit School District No. 1's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Richland County Community Unit School District No. 1's major federal programs for the year ended June 30, 2021. Richland County Community Unit School District No. 1's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

## Management's Responsibility

Management is responsible for compliance with the requirements of federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

## Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Richland County Community Unit School District No. 1's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Richland County Community Unit School District No. 1's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Richland County Community Unit School District No. 1's compliance.

**Opinion on Each Major Federal Program**

In our opinion, Richland County Community Unit School District No. 1 complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs.

**Report on Internal Control Over Compliance**

Management of Richland County Community Unit School District No. 1 is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Richland County Community Unit School District No. 1's internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion of the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Richland County Community Unit School District No. 1's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Kemper CPA Group LLP

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Vincennes, Indiana
November 29, 2021

**Richland County Community Unit School District No. 1**
**12-080-0010-26**

**RECONCILIATION OF FEDERAL REVENUES**
**Year Ending June 30, 2021**
**Annual Financial Report to Schedule of Expenditures of Federal Awards**

**TOTAL FEDERAL REVENUE IN AFR**

| | | |
|---|---|---|
| Account Summary 7-**9**, Line 7 | Account 4000 | $ 3,524,708 |
| Flow-through Federal Revenues | | |
| Revenues **10-15**, Line **115** | Account 2200 | - |
| Value of Commodities | | |
| ICR Computation 3**7**, Line 11 | | 55,034 |
| Less: Medicaid Fee-for-Service Program | | |
| Revenues **10-15**, Line **266** | Account 4992 | (17,281) |
| **AFR TOTAL FEDERAL REVENUES:** | | $ 3,562,461 |

**ADJUSTMENTS TO AFR FEDERAL REVENUE AMOUNTS:**

Reason for Adjustment:

| | |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

| | | |
|---|---|---|
| **ADJUSTED AFR FEDERAL REVENUES** | | $ 3,562,461 |
| Total Current Year Federal Revenues Reported on SEFA: | | |
| Federal Revenues | Column D | $ 3,562,461 |

**Adjustments to SEFA Federal Revenues:**

Reason for Adjustment:

| | |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |

| | |
|---|---|
| ADJUSTED SEFA FEDERAL REVENUE: | $ 3,562,461 |
| DIFFERENCE: | $ - |

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**
**Year Ending June 30, 2021**

| Federal Grantor/Pass-Through Grantor<br>Program or Cluster Title and<br>Major Program Designation | CFDA Number[2]<br>(A) | ISBE Project #<br>(1st 8 digits)<br>or Contract #[3]<br>(B) | Receipts/Revenues<br>Year 7/1/19-6/30/20<br>(C) | Receipts/Revenues<br>Year 7/1/20-6/30/21<br>(D) | Expenditure/Disbursements[4]<br>Year 7/1/19-6/30/20<br>(E) | Expenditure/Disbursements[4]<br>Year 7/1/19-6/30/20<br>Pass through to Subrecipients | Expenditure/Disbursements[4]<br>Year 7/1/20-6/30/21<br>(F) | Expenditure/Disbursements[4]<br>Year 7/1/20-6/30/21<br>Pass through to Subrecipients | Obligations/<br>Encumb.<br>(G) | Final Status<br>(E)+(F)+(G)<br>(H) | Budget<br>(I) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **CHILD NUTRITION CLUSTER**<br>**U.S. Department of Agriculture** | | | | | | | | | | 0 | |
| National School Lunch | 10.555 | 2020-4210 | 245,228 | 902 | 245,228 | 0 | 902 | 0 | 0 | 246,130 | 0 |
| Summer Food Service Program | 10.559 | 2021-4225 | 0 | 615,050 | 0 | 0 | 615,050 | 0 | 0 | 615,050 | 0 |
| Summer Food Service Program | 10.559 | 2020-4225 | 0 | 173,228 | 0 | 0 | 173,228 | 0 | 0 | 173,228 | 0 |
| School Breakfast Program | 10.553 | 2020-4220 | 86,755 | 623 | 86,755 | 0 | 623 | 0 | 0 | 87,378 | 0 |
| Non-cash Food Commodities | 10.555 | N/A | 0 | 27,532 | 0 | 0 | 27,532 | 0 | 0 | 27,532 | 0 |
| Non-cash Dod Fresh Fruits & Veg | 10.555 | N/A | 0 | 27,502 | 0 | 0 | 27,502 | 0 | 0 | 27,502 | 0 |
| **TOTAL U.S. DEPARTMENT OF AGRICULTURE** | | | 331,983 | 844,837 | 331,983 | 0 | 844,837 | 0 | 0 | 1,176,820 | 0 |
| **TOTAL CHILD NUTRITION CLUSTER** | | | 331,983 | 844,837 | 331,983 | 0 | 844,837 | 0 | 0 | 1,176,820 | 0 |
| | | | | | | | | | | | |
| **MEDICAID CLUSTER**<br>**U.S. Department of Health & Human Services** | | | | | | | | | | 0 | |
| Medicaid Matching - Admin Outreach | 93.778 | 2021-4910 | 0 | 77,343 | 0 | 0 | 107,241 | 0 | 0 | 107,241 | 0 |
| **TOTAL U.S. DEPARTMENT OF HEALTH & HUMAN SERVICES** | | | 0 | 77,343 | 0 | 0 | 107,241 | 0 | 0 | 107,241 | 0 |
| **TOTAL MEDICAID CLUSTER** | | | 0 | 77,343 | 0 | 0 | 107,241 | 0 | 0 | 107,241 | 0 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |



• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

**The accompanying notes are an integral part of this schedule.**

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**
**Year Ending June 30, 2021**

| Federal Grantor/Pass-Through Grantor<br>Program or Cluster Title and<br>Major Program Designation | CFDA Number[2] (A) | ISBE Project #<br>(1st 8 digits)<br>or Contract #[3] (B) | Receipts/Revenues<br>Year 7/1/19-6/30/20 (C) | Receipts/Revenues<br>Year 7/1/20-6/30/21 (D) | Expenditure/Disbursements[4]<br>Year 7/1/19-6/30/20 (E) | Expenditure/Disbursements[4]<br>Year 7/1/19-6/30/20 Pass through to Subrecipients | Expenditure/Disbursements[4]<br>Year 7/1/20-6/30/21 (F) | Expenditure/Disbursements[4]<br>Year 7/1/20-6/30/21 Pass through to Subrecipients | Obligations/ Encumb. (G) | Final Status (E)+(F)+(G) (H) | Budget (I) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **SPECIAL EDUCATION (IDEA) CLUSTER** | | | | | | | | | | | |
| **U.S. Department of Education** | | | | | | | | | | | |
| **Pass Through From Illinois State Board of Education:** | | | | | | | | | | | |
| Special Ed Room/Board **(M)** | 84.027A | 2021-4625 | 0 | 130,489 | 0 | 0 | 130,489 | 0 | 0 | 130,489 | 0 |
| Special Ed Room/Board **(M)** | 84.027A | 2020-4625 | 199,785 | 96,458 | 199,785 | 0 | 96,458 | 0 | 0 | 296,243 | 0 |
| Special Ed IDEA Pre-K Flow Through **(M)** | 84.173A | 2021-4600 | 0 | 37,073 | 0 | 0 | 37,073 | 0 | 0 | 37,073 | 37,073 |
| Special Ed IDEA Flow Through **(M)** | 84.027A | 2021-4620 | 0 | 605,636 | 0 | 0 | 658,547 | 0 | 0 | 658,547 | 658,547 |
| **TOTAL U.S. DEPARTMENT OF EDUCATION** | | | 199,785 | 869,656 | 199,785 | 0 | 922,567 | 0 | 0 | 1,122,352 | 695,620 |
| **TOTAL SPECIAL EDUCATION (IDEA) CLUSTER** | | | 199,785 | 869,656 | 199,785 | 0 | 922,567 | 0 | 0 | 1,122,352 | 695,620 |
| | | | | | | | | | | | |
| **U.S. Department of Defense** | | | | | | | | | | | |
| **Direct from Federal Agency** | | | | | | | | | | | |
| Junior ROTC Program | 12.000 | N/A | 0 | 74,716 | 0 | 0 | 74,716 | 0 | 0 | 74,716 | 0 |
| **Total U.S. Department of Defense** | | | 0 | 74,716 | 0 | 0 | 74,716 | 0 | 0 | 74,716 | 0 |
| | | | | | | | | | | | |
| **U.S. Department of Homeland Security** | | | | | | | | | | | |
| **Pass Through From Illinois Emergency Management Agency** | | | | | | | | | | | |
| IEMA FEMA Public Assistance Grant | 97.036 | N/A | 0 | 13,552 | 0 | 0 | 13,552 | 0 | 0 | 13,552 | 0 |
| **Total U.S. Department of Homeland Security** | | | 0 | 13,552 | 0 | 0 | 13,552 | 0 | 0 | 13,552 | 0 |
| | | | | | | | | | | | |



• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

**The accompanying notes are an integral part of this schedule.**

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**
**Year Ending June 30, 2021**

| Federal Grantor/Pass-Through Grantor<br>Program or Cluster Title and<br>Major Program Designation | CFDA Number[2] (A) | ISBE Project # (1st 8 digits) or Contract #[3] (B) | Receipts/Revenues Year 7/1/19-6/30/20 (C) | Receipts/Revenues Year 7/1/20-6/30/21 (D) | Expenditure/Disbursements[4] Year 7/1/19-6/30/20 (E) | Expenditure/Disbursements[4] Year 7/1/19-6/30/20 Pass through to Subrecipients | Expenditure/Disbursements[4] Year 7/1/20-6/30/21 (F) | Expenditure/Disbursements[4] Year 7/1/20-6/30/21 Pass through to Subrecipients | Obligations/ Encumb. (G) | Final Status (E)+(F)+(G) (H) | Budget (I) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **OTHER PROGRAMS** | | | | | | | | | | | |
| **U.S. Department of Education** | | | | | | | | | | 0 | |
| **Pass Through From Illinois State Board of Education:** | | | | | | | | | | | |
| Title I - Low Income **(M)** | 84.010 | 2021-4300 | 0 | 512,675 | 0 | 0 | 573,197 | 0 | 0 | 573,197 | 982,716 |
| Title I - Low Income **(M)** | 84.010 | 2020-4300 | 513,728 | 148,717 | 594,194 | 0 | 68,252 | 0 | 0 | 662,446 | 776,535 |
| Title II - Teacher Quality | 84.367A | 2021-4932 | 0 | 78,785 | 0 | 0 | 93,111 | 0 | 0 | 93,111 | 131,097 |
| Title II - Teacher Quality | 84.367A | 2020-4932 | 84,584 | 19,291 | 88,947 | 0 | 14,928 | 0 | 0 | 103,875 | 117,286 |
| Title IVA - Student Support & Academic Enrichment | 84.424 | 2021-4400 | 0 | 7,112 | 0 | 0 | 9,002 | 0 | 0 | 9,002 | 36,572 |
| Title IVA - Student Support & Academic Enrichment | 84.424 | 2020-4400 | 19,999 | 1,894 | 21,124 | 0 | 769 | 0 | 0 | 21,893 | 28,911 |
| Title IV - 21st Century Learning | 84.287C | 2021-4421 | 0 | 226,199 | 0 | 0 | 285,490 | 0 | 0 | 285,490 | 387,805 |
| Title IV - 21st Century Learning | 84.287C | 2020-4421 | 216,013 | 26,182 | 217,336 | 0 | 24,859 | 0 | 0 | 242,195 | 315,000 |
| COVID 19 - Elementary and Secondary School Emergency Relief Fund | 84.425D | 2020-4998-ER | 0 | 485,851 | 7,849 | 0 | 456,444 | 0 | 0 | 464,293 | 593,857 |
| COVID 19 - Elementary and Secondary School Emergency Relief Fund | 84.425D | 2021-4998-DE | 0 | 152,652 | 0 | 0 | 153,198 | 0 | 0 | 153,198 | 153,700 |
| **Pass Through From South Eastern Special Education:** | | | | | | | | | | | |
| Title II - Voc Ed Tutor | 84.048 | 2021-4799 | 0 | 22,999 | 0 | 0 | 22,999 | 0 | 0 | 22,999 | 0 |
| **TOTAL U.S. DEPARTMENT OF EDUCATION** | | | 834,324 | 1,682,357 | 929,450 | 0 | 1,702,249 | 0 | 0 | 2,631,699 | 3,523,479 |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| GRAND TOTALS | | | 1,366,092 | 3,562,461 | 1,461,218 | 0 | 3,665,162 | 0 | 0 | 5,126,380 | 4,219,099 |



• **(M)** Program was audited as a major program as defined by §200.518.

***Include the total amount provided to subrecipients from each Federal program. §200.510 (b)(4).**

**The accompanying notes are an integral part of this schedule.**

---

[1] To meet state or other requirements, auditees may decide to include certain nonfederal awards (for example, state awards) in this schedule. If such nonfederal data are presented, they should be segregated and clearly designated as nonfederal. The title of the schedule should also be modified to indicate that nonfederal awards are included.

[2] When the CFDA number is not available, the auditee should indicate that the CFDA number is not available and include in the schedule the program's name and, if applicable, other identifying number.

[3] When awards are received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included in the schedule. §200.510 (b)(2)

[4] The Uniform Guidance requires that the value of federal awards expended in the form of non-cash assistance, the amount of insurance in effect during the year, and loans or loan guarantees outstanding at year end be included in the schedule and suggests to include the amounts in the SEFA notes.

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (SEFA)**
**Year Ending June 30, 2021**

**Note 1: Basis of Presentation**[5]

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Richland County Community Unit School District No. 1 and is presented on the **modified cash basis of accounting**. The information in this schedule is presented in accordance with the requirements of the Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

**Note 2: Indirect Facilities & Administration costs**[6]

Auditee elected to use 10% de minimis cost rate? _____ YES X NO

**Note 3: Subrecipients**

Of the federal expenditures presented in the schedule, **Richland County Community Unit School District No. 1** provided federal awards to subrecipients as follows:

| Program Title/Subrecipient Name | Federal CFDA Number | Amount Provided to Subrecipient |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

**Note 4: Non-Cash Assistance**

The following amounts were expended in the form of non-cash assistance by **Richland County Community Unit School District No. 1** and **should be** included in the Schedule of Expenditures of Federal Awards:

| | | | |
|---|---|---|---|
| NON-CASH COMMODITIES (CFDA 10.555)**: | $27,532 | | |
| OTHER NON-CASH ASSISTANCE - DEPT. OF DEFENSE FRUITS & VEGETABLES | $27,502 | Total Non-Cash | **$55,034** |

**Note 5: Other Information**

Insurance coverage in effect paid with Federal funds during the fiscal year:

| | |
|---|---|
| Property | $0 |
| Auto | $0 |
| General Liability | $0 |
| Workers Compensation | $0 |
| Loans/Loan Guarantees Outstanding at June 30: | $0 |
| District had Federal grants requiring matching expenditures | No (Yes/No) |

** The amount reported here should match the value reported for non-cash Commodities on the Indirect Cost Rate Computation page.

[5] This note is included to meet the Uniform Guidance requirement that the schedule include notes that describe the significant accounting policies used in preparing the schedule. (§200.510 (b)(6))

[6] The Uniform Guidance requires the Schedule of Expenditures of Federal Awards to note whether or not the auditee elected to use the 10% de minimis cost rate as covered in §200.414 Indirect (F&A) costs. §200.510 (b)(6)

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**
**Year Ending June 30, 2021**

## SECTION I - SUMMARY OF AUDITOR'S RESULTS

***FINANCIAL STATEMENTS***

Type of auditor's report issued: Adverse
(Unmodified, Qualified, Adverse, Disclaimer)

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- Material weakness(es) identified? X YES ___ None Reported
- Significant Deficiency(s) identified that are not considered to be material weakness(es)? ___ YES X None Reported
- Noncompliance material to the financial statements noted? ___ YES X NO

***FEDERAL AWARDS***

INTERNAL CONTROL OVER MAJOR PROGRAMS:

- Material weakness(es) identified? ___ YES X None Reported
- Significant Deficiency(s) identified that are not considered to be material weakness(es)? ___ YES X None Reported

Type of auditor's report issued on compliance for major programs: Unmodified
(Unmodified, Qualified, Adverse, Disclaimer[7])

Any audit findings disclosed that are required to be reported in accordance with §200.516 (a)? ___ YES X NO

**IDENTIFICATION OF MAJOR PROGRAMS:[8]**

| CFDA NUMBER(S)[9] | NAME OF FEDERAL PROGRAM or CLUSTER[10] | AMOUNT OF FEDERAL PROGRAM |
|---|---|---|
| 84.027A, 84.173A | IDEA Part B, IDEA Preschool | 922,567 |
| 84.010 | Title I | 641,449 |
| | | |
| | | |
| | | |
| | **Total Amount Tested as Major** | $1,564,016 |

**Total Federal Expenditures for 7/1/20-6/30/21** $3,665,162

% tested as Major **42.67%**

Dollar threshold used to distinguish between Type A and Type B programs: $750,000.00

Auditee qualified as low-risk auditee? ___ YES X NO

[7] If the audit report for one or more major programs is other than unmodified, indicate the type of report issued for each program. Example: "Unmodified for all major programs except for [name of program], which was modified and [name of program], which was a disclaimer."

[8] Major programs should generally be reported in the same order as they appear on the SEFA.

[9] When the CFDA number is not available, include other identifying number, if applicable.

[10] The name of the federal program or cluster should be the same as that listed in the SEFA. For clusters, auditors are only required to list the name of the cluster.

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**
**Year Ending June 30, 2021**

**SECTION II - FINANCIAL STATEMENT FINDINGS**

**1. FINDING NUMBER:**[11] **2021- 001** **2. THIS FINDING IS:** ☐ New ☐ **Repeat from Prior Year?**
**Year originally reported?** 2007

**3. Criteria or specific requirement**
The District does not have any individual staff with the necessary knowledge and expertise to properly prepare the notes to the financial statements in accordance with the financial reporting provisions of the Illinois State Board of Education.

**4. Condition**
The District does not currently employ an individual with the necessary knowledge and expertise to prepare the notes to the financial statements.

**5. Context**[12]
In the absence of the necessary knowledge and expertise, the District must rely on the independent contractor to prepare the notes to the financial statements.

**6. Effect**
The District cannot prepare the notes to the financial statements in accordance with the financial reporting provisions of the Illinois State Board of Education.

**7. Cause**
The District personnel have not obtained the necessary knowledge or expertise.

**8. Recommendation**
The District should provide the necessary training to the personnel or contract with an independent contractor with the knowledge to properly prepare the financial statement notes.

**9. Management's response**[13]
The District does not intend to correct the finding in the next fiscal year and will continue to contract with an independent contractor to prepare the financial statement notes for their review and approval.

[11] A suggested format for assigning reference numbers is to use the digits of the fiscal year being audited followed by a numeric sequence of findings. For example, findings identified and reported in the audit of fiscal year **2021** would be assigned a reference number of **2021-001, 2021-002**, etc. The sheet is formatted so that only the number need be entered (1, 2, etc.).

[12] Provide sufficient information for judging the prevalence and consequences of the finding, such as relation to universe of costs and/or number of items examined and quantification of audit findings in dollars.

[13] See §200.521 *Management decision* for additional guidance on reporting management's response.

**Richland County Community Unit School District No. 1**
**12-080-0010-26**
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS[19]**
**Year Ending June 30, 2021**

[If there are no prior year audit findings, please submit schedule and indicate **NONE**]

| Finding Number | Condition | Current Status[20] |
|---|---|---|
| 2020-001 | The District does not currently employ an individual with the necessary knowledge and expertise to prepare the notes to the financial statements. | Repeated as finding 2021-001 |

When possible, all prior findings should be on the same page

[19] Explanation of this schedule - §200.511 (b)

[20] Current Status should include one of the following:

- A statement that corrective action was taken
- A description of any partial or planned corrective action
- An explanation if the corrective action taken was significantly different from that previously reported or in the management decision received from the pass-through entity.

**RICHLAND COUNTY COMMUNITY UNIT NO. 1**
1100 EAST LAUREL STREET - OLNEY, ILLINOIS 62450 - P/618-395-2324 - F/618-392-4147
**Chris A. Simpson, Superintendent of Schools – Chad LeCrone, Assistant Superintendent**

**12-080-0010-26**
**CORRECTIVE ACTION PLAN FOR CURRENT YEAR AUDIT FINDINGS**
**Year Ending June 30, 2021**

## Corrective Action Plan

**Finding No.:** 2021-001

**Condition:**
The District does not currently employ an individual with the necessary knowledge, training, and expertise to draft the footnotes to the financial statements in accordance with the financial reporting provisions of the Illinois State Board of Education.

**Plan:**
The District does not intend to correct the findings in the next fiscal year.

**Anticipated Date of Completion:** N/A

**Name of Contact Person:** Rita Kman, District Treasurer

**Management Response:** The District does not feel that this finding has any impact on the ability to properly record or process financial transactions. In addition, the District does not feel that the finding will cause any reporting errors to the ISBE or any other granting agency.

**2021 Tax Levy**
**Richland County Community Unit School District No. 1**
**Olney, Illinois 62450**

**2021 Tax Levy** **Payable in 2022** **FY23 Budget**

**2020 EAV $250,653,111**

**2021 Estimated EAV $263,185,767**
**EAV Increase - 5.00%**
**Total Levy Increase 4.57%**
**Aggregate (less Bonds) Levy Increase 4.99%**
**No Truth in Taxation Hearing Required**

**2021 Estimated EAV $262,534,068**
EAV Increase - 4.74%
Levy Increase 4.41%
Aggregate (less bonds) Levy Increase 4.80%



| Fund | 2020 Extension | 2020 Tax Rate | 2021 Levy | Estimated Extension | Estimated Rate |
|---|---|---|---|---|---|
| Education | $ 4,604,461 | $ 1.8400 | **$ 4,842,619** | $ 4,830,627 | $ 1.8400 |
| Building | $ 1,251,212 | $ 0.5000 | **$ 1,315,929** | $ 1,312,670 | $ 0.5000 |
| Transportation | $ 500,485 | $ 0.2000 | **$ 526,372** | $ 525,068 | $ 0.2000 |
| Working Cash | $ 125,121 | $ 0.0500 | **$ 131,593** | $ 131,267 | $ 0.0500 |
| IMRF* | $ 599,602 | $ 0.2392 | **$ 800,000** | $ 800,000 | $ 0.3047 |
| Social Security* | $ 299,814 | $ 0.1196 | **$ 400,000** | $ 400,000 | $ 0.1524 |
| Fire Protection | $ 125,121 | $ 0.0500 | **$ 131,593** | $ 131,267 | $ 0.0500 |
| Tort Immunity* | $ 1,531,949 | $ 0.6112 | **$ 1,340,915** | $ 1,340,915 | $ 0.5108 |
| Special Ed. | $ 100,097 | $ 0.0400 | **$ 105,275** | $ 105,014 | $ 0.0400 |
| Lease | $ - | $ - | | $ - | |
| Sub Total | **$ 9,137,862** | **$ 3.6500** | **$ 9,594,296** | **$ 9,576,828** | **$ 3.6479** |
| Bonds | $ 1,726,961 | $ 0.6896 | **$ 1,767,570** | $ 1,767,570 | $ 0.6733 |
| Total with Bonds | **$ 10,864,823** | **$ 4.3396** | **$ 11,361,866** | **$ 11,344,398** | **$ 4.3212** |

***Unrestricted Funds**

**12/16/2021**

# Richland County CUSD #1

Risk Management Program

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**Appendix E – Tort Fund Expenditures**

**Appendix F – Salary Allocation Summaries**

# TORT IMMUNITY ACT
# SUMMARY

The Local Governmental and Governmental Employees Tort Immunity Act allows school districts to levy tort funds to pay expenses related to risk management for the district. ***"Risk Management" is defined as a process that consists of identifying and analyzing loss exposures, selecting a technique or combination thereof to be used to handle each exposure, implementing the chosen techniques, and monitoring the decision made and implementing appropriate changes. It does not include safety practices of employees as part of their normal duties and arising out of their own common sense.***

The Illinois Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101ET) provide for a school district to levy a tax which when collected will pay the cost of risk care management (745 ILCS 10/9-107). In addition, this section (9-107) provides for funds raised pursuant to this section to be used to:

1. pay the cost of insurance, including all operating and administrative costs and expenses directly associated with claims services and risk management directly related to loss prevention and loss reduction, legal services
2. pay the costs of and principal and interest on bonds issued
3. pay judgments and settlements
4. pay the cost of risk management programs
5. fund wages and salaries of personnel only when part of a formal risk management process

The use of tort levy to partially fund wages and salaries of personnel is authorized only when part of a formal risk management process, which is designed to specifically address, and then reduce or eliminate the risk of exposure to tort liability. The process includes development of a risk management committee and following these four steps as a risk management committee:

1. Identify and analyze loss exposures;
2. Select techniques for treating loss exposure;
3. Implement selected techniques; and
4. Monitor and modify the risk management program.

Actions undertaken by employees "in the ordinary care for the safety of others" do not constitute risk management under the Act. The court decision affirms that with a proper risk management plan and process in place, a school district may allocate a portion of its employee compensation directly related to risk management responsibilities under the Act to its tort levy.

Legislation has stated that the purpose of the tort levy is to provide an "extraordinary tax" for a limited purpose, not to fund expenses more properly paid from general operating funds. Therefore; it is important for school districts utilizing tort money to review the risk management plan annually and the expenses being paid by the fund.

# APPENDIX A
# Risk Management Plan and Process

# Richland County CUSD #1 Risk Management Plan

**POLICY**

The Board of Education of Richland County CUSD #1 recognizes its role of stewardship over the assets of the District, both human and financial. It interprets its responsibility in this area as requiring the highest possible concern for the safety of its students, employees, and the public. The District shall therefore have in operation a comprehensive Risk Management Program designed to protect the District against liability or loss which may be imposed upon it or one of its employees for a tortuous act, and to identify risk management, educational, inspectional and supervisory expenses directly attributable or relating to loss prevention and loss reduction.

The District recognizes its ability to budget for and thereby retain limited and predictable exposures to loss. It shall not be the District's practice to attempt to insure such foreseeable and bearable exposures, if alternatives can be achieved with due regard to sound risk management practices. Only when it is deemed that the District cannot eliminate or economically retain an exposure to loss shall it be transferred by purchase of insurance. Moreover, even if insurance is purchased, the District shall continue to perform sound risk management practices pursuant to this policy in order to minimize liability or loss and to reduce insurance premiums.

**PURPOSE**

Richland County CUSD #1, whose central office for operations and management is located in Olney, Illinois, shall have in operation a comprehensive Risk Management Program, which shall reduce or prevent the District's exposure to liability. It is of the utmost importance for the District:

1. To ensure that statutory and common law, health and safety rights are extended to all visitors, employees and students;
2. To make certain that the District's buildings and grounds are maintained in a safe condition;
3. To provide careful supervision and protection of all the District's real and personal property, including vehicles; and
4. Education and training for teachers and non-certified staff, administrators, and board members directly related to loss prevention and reduction.
5. To provide protection to the District against liability.

**LEGAL AUTHORITY**

The Illinois Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101 et.seq.) authorizes a school district to levy a tax which, when collected, will pay the cost of risk management for the district. In addition, 745 ILCS 10 Section 9-107 provides for funds raised pursuant to this Section to be used to pay the cost of insurance, including all operating and administrative costs and expenses directly associated therewith, claim services and risk management directly attributable to loss prevention, loss reduction, educational, inspectional and supervisory services directly relating to loss prevention and loss reduction, to purchase claim services, to pay for judgments or settlements, or to otherwise pay the cost of risk management programs.

**PROGRAM SUMMARY**

This Risk Management Program identifies and establishes an effective risk management process that uses the District's physical and human resources to effectuate the policy and achieve the purposes set forth herein. The basis of this Risk Management Program include: (1) Identify and analyze loss exposures; (2) Select techniques for treating loss exposures; (3) Implement selected techniques; and (4) Monitor and modify the selected techniques. The district finds that the most effective manner in which to implement this Risk

Management Program is to thoroughly integrate risk management into every level of the District's operations. All employees shall have the duty to perform all four steps of the risk management process for those areas over which they have responsibility and to report on their findings and recommendations.

**RISK MANGEMENT PROCESS**

The Risk Management Process is a cyclical process, with each step in the process building on the results of the previous step. A loss exposure is a set of circumstances that presents a possibility of loss, whether or not a loss actually takes place. More specific in terms of this Risk Management Program, the loss exposures to be addressed are circumstances that would give rise to liability or loss which may be imposed upon the District or one of its employees for a tortuous act. A tort is a wrong against another for which the law provides money damages as a remedy. A tort may include physical and/or emotional harm to a person, a violation of a person's legal rights, and/or physical harm to a person's property.

*Identify and Analyze Loss Exposures*

The first step in the Risk Management Process is to identify and analyze loss exposures. The steps to accomplish this include: (1) identifying persons and property exposed to loss and the circumstances that can cause loss and (2) measuring the possible frequency and severity of the loss exposures. Identification should be both an organized and continuing process that reviews all property, activities, and personnel to determine the loss exposures faced by the District. Measurement should review the number of accidents that are likely to occur, the severity of the dollar losses, and the various potential losses to be able to prioritize the exposures in order of importance.

*Select Techniques for Treating Loss Exposures*

Once the loss exposures have been identified and analyzed, the second step in the Risk Management Process is to develop techniques to manage those exposures that are significant and select the best fit for each exposure. There are essentially four risk-managing techniques:

**Loss Exposure Avoidance**, which eliminates the sources of loss exposures and replaces them with lower risk solutions;
**Loss Transfer**, which reallocates the exposures to others, such as the purchase of insurance;
**Loss Exposure Control**, which manages the loss in order to reduce the likelihood of its occurrence and/or minimizes the ramifications on the District and;
**Loss Exposure Assumption**, (also known as self-insurance) which acknowledges the existence of a specific loss exposure and a decision to accept the associated level of loss exposure with or without engaging any special efforts to control it.

It is possible that a combination of all four methods could be used. The District will determine the best method for treating loss exposures using the criteria of (1) feasibility of the method, (2) expected effectiveness of the method, (3) cost of the method, and (4) effect on the District's performance.

*Implement Selected Techniques*

The third step in the Risk Management Process is to implement the selected techniques using the District's physical and human resources. This includes determining how to implement the selected techniques, identify what person(s) will perform and monitor the techniques, and communicating that to the appropriate personnel, and may also include any educational, inspectional and supervisory tasks related thereto. The components of implementation may include but are not limited to educating the person(s) identified, and then supervising and

inspecting the implementation of the technique to ensure that the technique is properly implemented and that the technique is achieving the desired results.

*Monitor and Modify the Selected Techniques*
The fourth step in the Risk Management Process is to monitor the implemented techniques to determine if they should be modified. The most effective way to monitor the selected techniques includes supervision and inspection by the District administration. In addition, it also requires self-reporting by the person(s) that has been selected to implement the techniques. If the technique is not working and a correction is needed, the first three steps in the risk management process should be repeated.

**RISK MANAGEMENT ORGANIZATION**
The District finds that the most effective manner in which to implement this Risk Management Program is to thoroughly integrate risk management into every level of the District's operations. Every District employee, from the top to bottom, should understand the District's risks and his or her role in preventing and controlling potential losses.

The general, overall, responsibility for the development and maintenance of the District's Risk Management Program is the responsibility with the Superintendent. The Superintendent shall be responsible for development of the Program, identifying the various components of the Program, and delegating responsibilities for these components to the appropriate personnel, as necessity indicates. It is expected that the Superintendent would continually evaluate the effectiveness of the Program and be apprised of needed revisions, additions or deletions to the components and assigned responsibilities.

**Administrative Committee**
The Administrative Committee will include the Superintendent, Assistant Superintendent and their respective staff. The Administrative Committee may include other District employees at the discretion of the Superintendent. The general responsibility for the implementation and maintenance of this Risk Management Program rests with the Administrative Committee. The Committee should continually evaluate the effectiveness of the Program and be apprised of needed revisions, additions or deletions to the components and assigned responsibilities.

The Administrative Committee should assign District employees to serve on the Building Committees, and the members of the Administrative Committee should also serve on the Building Committees.

The Administrative Committee should review and consider the results of the Risk Management Process performed by all District employees, and perform the Risk Management Process for the areas over which they have sole responsibility.

In performing their responsibilities, the Administrative Committee should:
- Finalize the District's Risk Management Plan and changes, if any, to District policies, practices and procedures and job descriptions to implement and/or monitor the selected risk management techniques and communicate them to all District employees.
- Modify job descriptions for each employee who will be implementing and/or monitoring the selected risk management techniques;
- Ensure that each employee is aware of his/her revised job description that relates to his/her part in implementing and/or monitoring the selected risk management techniques;

- Provide training to an employee if necessary to support his/her responsibilities for implementing and/or monitoring the selected risk management techniques;
- Monitor and track sources and uses of funds;
- Monitor the overall success/failure of the selected risk management techniques on a regular basis, and revise the techniques, Risk Management Plan and District policies, practices and procedures and job descriptions as necessary; and
- Report to the Board on the Risk Management Program.

**Building Committees**

The members of the Building Committees should be appointed by the Administrative Committee, and should include their respective staffs. The Building Committees should implement the performance of the Risk Management Process by all District employees.

The Building Committee should review and consider the results of the Risk Management Process performed by all District employees, and perform the Risk Management Process for the areas over which they have sole responsibility.

In performing their responsibilities, the Building Committee should:

- Create & Communicate the risk management plan to all District employees;
- Communicate the results of their individual and employees' performances of the Risk Management Process to the other members of the Building Committee;
- Recommend job descriptions to the Administrative Committee for each employee who will be implementing and/or monitoring the selected risk management techniques;
- Ensure that each employee is aware of his/her revised job description that relates to his/her part in implementing and/or monitoring the selected risk management techniques;
- Provide training to an employee if necessary to support his/her responsibilities for implementing and/or monitoring the selected risk management techniques;
- Conduct Time Studies in order for the district to properly levy for the wage and salary expenses of the Risk Management Plan by having the sample form included in Appendix D completed three times a year for a period of two weeks;
- Monitor the overall success/failure of the selected risk management techniques on a regular basis, and revise the techniques and Risk Management Plan as necessary; and
- Report to the Administrative Committee

**Employee Participation**

The District has determined that the most effective manner in which to implement this Risk Management Program is to thoroughly integrate risk management into every level of the District's operations. Every District employee, from top to bottom, should understand the District's risks and his or her role in preventing and controlling potential losses. All levels of employees have a duty to perform the four steps of the Risk Management Process for those areas over which they have responsibility and to report on their findings and recommendations.

It is critical that all District employees participate in this Risk Management Program to effectively implement the policy and achieve the purposes set forth herein. All District employees must perform the Risk Management process in the areas for which they have responsibility.

Accordingly, all District employees shall be expected to perform their additional duties in accordance with this Risk Management Program, and the job description of every employee position is hereby revised to include the extra duties and responsibilities required to fully implement and evaluate the risk management components of this Risk Management Program.

**Risk Management Committee Meetings**

The Risk Management Administrative and Building Committees will meet in April/May to begin developing the written Risk Management Plan for the following school year. During the meeting the committees shall evaluate the broad areas of risk to focus on for the school year. The individual Building Committees will then evaluate the specific risks associated with these areas and develop a plan of action throughout the school year to address the risks.

The meeting shall identify the expenses to be paid from the tort fund for the school year. When identifying the list of expenses to be paid from the tort fund for the district you may use the information on Page 24.

The Risk Management Team will meet annually to monitor and modify the Risk Management Plan.

The goal of the risk management committee meetings is to complete the following four-step process:

1. Identify and Analyze Loss Exposures
2. Select Techniques for Treating Loss Exposures
3. Implement the Selected Techniques
4. Monitor and Modify the Selected Techniques

Each of the steps above must be carefully developed and documented to support the use of the tort funds. This should be an ongoing process for the school district as a method of loss prevention and loss reduction. Appendix B of this program provides you with the tools necessary to complete this four-step process. The goal of the risk management committee should be to have each member of the committee complete one (1) or multiple four-step processes for each committee meeting.

Appendix B includes a sample meeting agenda for the committee to use when planning each meeting.

A member of the risk management committee must type up detailed notes following each meeting and distribute to each member. These notes will be used between the end of one meeting and the beginning of another as a reference. In addition, the administrative risk management committee will use the notes to prioritize the projects that will be completed utilizing tort funds.

# APPENDIX B
# Risk Management Committee Meeting Materials

# Risk Management Committee Meeting Agenda

Date:
Time:
Committee Meeting Members Present:

Identify and Analyze Loss Exposures:

- Analyze the loss exposures submitted by committee members and rate by priority level

Treating Loss Exposures:

- Develop a method to manage the exposures. Use the following methods:
    - Loss Exposure Avoidance
    - Loss Transfer
    - Loss Exposure Control
    - Loss Exposure Assumption

Implement Selected Techniques

- This step includes determining how to implement the selected techniques, identify what person(s) will perform and monitor the techniques, and communicate with the appropriate personnel.

Monitor and Modify the Selected Techniques
Review the loss exposures that were identified in the first part of the meeting and review the status of controlling the exposure.

# Worksheet

Committee Member: _____

**Step 1: Identify and Analyze Loss Exposures**
Loss Exposure Identified:

_____
_____
_____

Explain accidents/potential losses likely to occur due to the loss exposure identified above:

_____
_____
_____

Potential dollar amount of losses:

_____
_____
_____

**Step 2: Method to Treat Loss Exposure**

- ☐ Loss Exposure Avoidance
- ☐ Loss Transfer
- ☐ Loss Exposure Control
- ☐ Loss Exposure Assumption
- ☐ Other: _____

Explain in detail the feasibility of the method chosen:

_____
_____
_____
_____

What is the expected effectiveness of the method?

_____
_____
_____
_____

Cost of the method:

_____
_____

Effect on the District's Performance:

_____
_____

_____

_____

**Step 3: Implementation**

Employee responsible for implementation: _____

Explain the plan for treating the loss exposure and the employees, tools, equipment, information, etc. needed to complete the task:

_____

_____

_____

_____

_____

Step 4: Monitor and Modify

Explain the plan and frequency of monitoring the effectiveness of the efforts to control the loss exposure identified:

_____

_____

_____

_____

_____

# APPENDIX C
# Risk Management and Job Descriptions

# Current Richland County CUSD #1 Job Descriptions

It should be noted that all existing Richland County CUSD #1 Job Descriptions were reviewed in the creation of this Risk Management Program. Furthermore, it should be noted that all current Richland County CUSD #1 Educational Support Personnel job descriptions contain at least the following responsibilities relative to risk management:

i "Perform Risk Care Management Duties:
- Routinely supervise and monitor the behaviors of students and visitors while on district property or in district buildings or vehicles to assure safe and appropriate behaviors.
- Maintain work areas and rooms in such a manner to assure compliance with health and safety standards.
- Assume responsibility for inspecting district property and equipment within the employees charge to assure safe and effective operation.
- Report all safety issues to the building principal or immediate supervisor in a timely manner."

ii "Maintain confidentiality of information about students as is expected of any staff member."

iii "All other duties required to address emergency situations."

While all certificated staff member job descriptions contain the same duties, the wording is slightly different.

Additional Risk Management Duties

After concluding the review of current Richland County CUSD #1 job descriptions, the following list of additional risk management duties has been developed to clarify current practices and to delineate specific duties which can easily be declared risk management.

# APPENDIX D
# Time Study

**Time Study Worksheet**
**Risk Management Planning**

Job Assignment: _____

Employee Name: _____

Date: _____

| ACTIVITES | | | ACTIVITIES | |
|---|---|---|---|---|
| 6:00 | | | 12:00 | |
| 6:15 | | | 12:15 | |
| 6:30 | | | 12:30 | |
| 6:45 | | | 12:45 | |
| 7:00 | | | 1:00 | |
| 7:15 | | | 1:15 | |
| 7:30 | | | 1:30 | |
| 7:45 | | | 1:45 | |
| 8:00 | | | 2:00 | |
| 8:15 | | | 2:15 | |
| 8:30 | | | 2:30 | |
| 8:45 | | | 2:45 | |
| 9:00 | | | 3:00 | |
| 9:15 | | | 3:15 | |
| 9:30 | | | 3:30 | |
| 9:45 | | | 3:45 | |
| 10:00 | | | 4:00 | |
| 10:15 | | | 4:15 | |
| 10:30 | | | 4:30 | |
| 10:45 | | | 4:45 | |
| 11:00 | | | 5:00 | |
| 11:15 | | | 5:15 | |
| 11:30 | | | 5:30 | |
| 11:45 | | | 5:45 | |

# APPENDIX E
# Tort Fund Expenditures

The general, overall, responsibility for the development and maintenance of the District's Risk Management Program rests, of course, with the Superintendent of Schools. The Superintendent shall be responsible for development of the Program, identifying the various components of the Program, and delegating responsibilities for these components to the appropriate personnel, as necessity indicates. It is expected that the Superintendent would continually evaluate the effectiveness of the Program, and be apprised of needed revisions, additions or deletions to the components and assigned responsibilities. It is also expected that, because of the delegation of responsibilities, the Superintendent of Schools would spend no less than five percent (5%) of his/her time toward the fulfillment of this task.

A primary component of the Risk Management Program is the provision of an insurance/compensation program that will provide protection to the District against liability. Portions of this risk management component shall include, but not be limited to:

1. Safety-related expenditures only where such expenditures are required as part of the formal risk management process and are not merely routine safety-related expenses.
2. Claims, services and risk management directly attributable to loss prevention and loss reduction;
3. Educational, inspectional and supervisory services directly relating to loss prevention and loss reduction;
4. Purchase of Risk Management and Consultant Services including Human Resources, Safety, Insurance, and Background Screening, if needed;
5. Premiums for the various necessary insurances, including all Liability Insurance, Building and Fleet Insurance, Workers' Compensation, Unemployment Compensation, Personnel Bonds, etc.
6. Pay judgments or settlements arising against the District
7. Pay for all legal fees connected with protecting or defending the District against liability, including unfair labor practice charges, and employee collective bargaining.
8. Allowance for the time expended by assigned District personnel concerning the above delineated assignments.

The District's Superintendent, who serves in a business official capacity, is assigned the responsibility for the administration of this component of the Risk Management Program. He/she shall serve as the District's liaison to the various consulting services, claim and adjustment services, and insurance companies. In addition he/she shall be responsible for all communications concerning claims against, or on behalf of, the District.

The District's Risk Management Program in relation to the safe conditions of the buildings and grounds, and protection of the District's real and personal property, shall primarily be the responsibility of the District's Maintenance and Custodial Services. Their responsibilities and duties shall include, but not be limited to:

1. The development and identification of the various components of responsibilities concerning inspection of buildings, grounds and equipment to provide protection to the local district, its students, employees and the public. Within this parameter, he/she shall be responsible for the supervision of the building custodians, daily inspection of buildings and grounds, the development and operation of the District's building security program, including the acquisition and supervision of necessary security personnel and purchasing of security devices.

2. The maintenance of the legal and safe conditions of buildings and grounds. He/she is responsible for the District's compliance with State and Federal Laws regarding student health and safety, asbestos, radon, lead, etc. He/she shall be responsible for the training of the District custodial personnel to perform work on safety and health matters.
3. The coordination of all personnel performing maintenance duties within the Risk Management Program – Contractual Custodial Company personnel, etc. It is expected that all contractual custodians would devote twenty percent (20%) of their time in daily inspection of their respective buildings or grounds responsibilities, to ensure a risk-free environment.
4. The bidding of supplies and contractual services in such a manner that the District meets all the requirements for Toxic Materials, Equal Opportunity Employment, Prevailing Wage Rates, comparable name equipment, responsible bidders, etc.
5. Salary and Benefits of a School Resource Officer and other school safety expenses including Navigate (a software system for developing, accessing, and implementing the district's safety plan and procedures) and Alice (Alert, Lockdown, Inform, Counter, Evacuate) Training.

It is expected that the District's Maintenance and Custodial staff will expend 100% of his/her time directly related to fulfilling the responsibilities of his/her position in the District's Risk Management / Tort Avoidance Program.

The District's Risk Management Program in relation to safe conditions and supervision and protection of the District's real and personal property includes other components than those described in the responsibilities of the District's Maintenance and Custodial staff and the responsibilities of those directly supervised by the District's Maintenance staff. Included here are responsibilities performed by many different personnel:

1. The Fleet Supervisor is assigned the responsibility for the Risk Management Program regarding all aspects of the District's transportation program such as supervising transportation maintenance personnel, and drivers in their risk management responsibilities – the driver daily inspection of their busses for safety problems – and the maintenance personnel for the inspection of all busses and resultant efforts to correct any possible tort-producing deficiencies. The Fleet Supervisor is expected to devote fifty percent (50%) of his/her time to risk management functions.
2. Student Transportation – All bus drivers shall be responsible for the inspections (prior to each run) of their bus to ensure that the vehicle is free from any situation that would produce risk or tort possibilities. It is assumed that this task would require approximately one tenth of the time actually spent for transporting students and thus one tenth of the cost of bus service shall be included under the Risk Management Program.
3. Student Transportation – Contracted transportation maintenance personnel as needed are responsible also for the inspection of vehicles, both for legally required state inspections, and for provisions for maintaining risk-free student and employee operating conditions. Vehicles must be kept safe, not only for the students and employee safety, but also for the safety of the District property. Approximately one half (50%) of maintenance/mechanic personnel time will be devoted to these tasks.

The District's Risk Management Program in relation to the health and safety of District students and personnel is the responsibility of the Building Principals and their administrative staffs. The degree of this responsibility (time invested) varies in accordance to the number of students involved and, of course, the age of those students; and to the number of personnel involved. Building Principals and/or their assistants shall provide for the protection of students and personnel, and freedom from exposure to tort producing situations, which arise from, but are not limited to, the following:

1. Incidents in lunchrooms – protection
2. Incidents on playgrounds – protection
3. Incidents occurring during school athletics
4. Incidents occurring during physical education classes
5. Incidents occurring during manual or vocational training or shopwork
6. Incidents in connection with transportation of students
    a. Before boarding
    b. During transportation
    c. After leaving school bus
7. Incidents in connections with safety of students from traffic hazards and exposure to risk
8. Incidents due to acts of fellow students
    a. Committed in classroom
    b. Committed outside classroom
9. Incidents due to lack or insufficiency of supervisors
    a. Before school bus
    b. During or between class periods
    c. During noon hour or recess periods
    d. After school bus
    e. Miscellaneous; undetermined time

It is expected that each Building Principal would spend approximately twenty percent (20%) of his/her time meeting his/her responsibilities associated with Risk Care Management.

One of the primary responsibilities of the School Nursing service is the protection of the health and safety of students and personnel. These positions are directly involved with the District's compliance to State health law, and ensuring that the student has been physically examined in a legal manner that ensures that the student is in a risk-free physical condition, both in relation to him/herself, and in relation to other students and District personnel. The Nurse has the additional risk management responsibility of reducing student/personnel exposure to communicable disease and other health and safety problems. Not only are they responsible for limiting exposure, but they are also responsible for the protection of students with specified health problems, health needs, and safety needs. The portion of his/her time devoted to limiting/avoiding Tort and situations arising from the health, safety, and physical conditions of all students should be no less than fifty percent (50%.)

The Director of Food Service and cooks have the responsibility to supervise the protection of students from health problems due to contaminated supplies, improperly stored, cooked or handled food or milk. He/she is also responsible for the protection of students and employees from harm due to improper or unsafe mechanical devices such as dishwasher thermostats, cutting utensils, steam tables, stoves, etc. The portion of time devoted to these activities should be no less than fifty percent (50%) for the Director and five percent (5%) for cooks.

The responsibilities of providing Special Education Services are directly interwoven into the District's Risk Management/Tort Avoidance program. The responsibilities are in four major areas:

1. The guarantee of protections of the constitutional and statutory rights of students.

2. The reducing of exposure to a tort situation involving the legal and proper student testing, evaluation, identification, and placement of Special Education students.
3. Providing for the confidentiality of student psychological profiles and records.
4. The discipline of Special Education students.

Because of the wide range of responsibilities, and the tort producing possibilities of these responsibilities, it is expected that fifty percent (50%) of the Administrative costs paid to South Eastern Special Education would be devoted to fulfilling these obligations.

The responsibilities of Playground/Lunch Supervisors are solely and completely within the realm of risk management functions. The responsibilities of their position as listed previously in relation to the health and safety of students as well as the supervision and protections of students make these functions fall totally within tort guidelines.

Since it is recognized that many other positions include assignments, which are ripe to create exposure to tort and risk situations, an effort has been made by the District to allocate a portion of their time to the Management Program. It is expected that all Athletic Directors, Physical Education Teachers, Coaches, Music Teachers, Career Technical Education Teachers, Science Lab Teachers, etc. will closely supervise their students and ensure that all students are protected from undue exposure to risk situations according to the allocations listed below:

1. Teachers of Art, Science, Agriculture, Vocational Education and Industrial Education (15%)
2. Teachers of Home Economics, Physical Education (and its Teacher's Assistants) and all other teachers (10%)
3. Coaches (10%)
4. Athletic Trainer (100%)

Outdated chemicals that are no longer used in the science department are a potential safety hazard. Therefore, the district will utilize an environmental consulting and contracting company to evaluate and properly dispose of the identified chemicals for the science department.

The security and safety of students and staff is a primary focus for the district. Therefore, the district will take steps to update its access control systems to help ensure the safety of students and staff. In addition, new and/or additional security cameras may be installed in the buildings to provide better security of the entrances and hallways.

# APPENDIX F
# Salary Allocation Summaries

## TORT/RISK MANAGEMENT EXPENDITURES

| | |
|---|---|
| Superintendent | $ 8,134 |
| Principals | $147,562 |
| Cooks | $ 15,440 |
| Food Service Director | $ 23,400 |
| School Board Legal Liability / Workers' Compensation / Blanket Student Accident / Law Enforcement Prof. / School Treasurer Bond / Unemployment | $114,130 |
| Legal Fees / Records Management for Tort Situations / Public Costs | $ 12,000 |
| District Maintenance | $ 66,731 |
| Nurses & Health Professionals | $ 68,000 |
| Playground / Lunch Supervisors | $ 62,466 |
| Custodians | $ 125,000 |
| Special Education Services | $ - |
| Cyber Security / Umbrella Liability Insurance / Crime / Property (Commercial Package) | $ 93,938 |
| Summer Maintenance Staff | $ 15,000 |
| Commercial Auto Insurance | $ 51,221 |
| Transportation Staff | $ - |
| Fingerprinting and Bushue HR Yearly Costs | $ 15,000 |
| Athletic Trainer | $ 20,000 |
| Coaches & Teachers of Art, Science, Voc. Ed., Ind. Ed. & P.E. | $ 402,121 |
| Onsite Security Plan Service | $ 3,000 |
| Secure Backup of Computer System (Skyward/ISCorp) | $ 7,680 |
| School Resource Officer | $ 59,592 |
| ALICE Training (annual fee) | $ 5,500 |
| Chemical Disposal | $ - |
| Access Controls/Security Cameras | $ 25,000 |
| **Grand Total** | **$ 1,340,915** |

**Anticipated Revenue** **$1,340,915**

# Richland County Community Unit School District No. 1
# Olney, Illinois

## 2022 Fuel Bid Summary

Diesel & Unleaded Fuel Bid Awarded to: Wabash Valley Service Company
909 N. Court St.
Grayville, IL 62821

**Option 1**

| FIRM PRICE | |
|---|---|
| Gasoline | 87 Octane w/ Ethanol |
| Price | 2.335 |
| L.U.S.T. Tax | .004 |
| Environmental Impact Tax | .008 |
| Illinois Motor Fuel Tax | .392 |
| TOTAL | $2.739 |
| *Contracted Gallons | 6,000 |

*Once the contracted gallons have been purchased, any additional gasoline needed will be purchased at the current open price.

| FIRM PRICE | |
|---|---|
| Diesel | Premium ULS w/ 5% |
| Price | 2.483 |
| L.U.S.T. Tax | .004 |
| Environmental Impact Tax | .008 |
| Illinois Motor Fuel Tax | .467 |
| TOTAL | $2.962 |
| *Contracted Gallons | 12,500 |

*Once the contracted gallons have been purchased, any additional diesel needed will be purchased at the current open price.

**Option 2**

| FIRM PRICE | |
|---|---|
| Gasoline | 87 Octane w/ Ethanol |
| Price | 2.335 |
| L.U.S.T. Tax | .004 |
| Environmental Impact Tax | .008 |
| Illinois Motor Fuel Tax | .392 |
| TOTAL | $2.739 |
| *Contracted Gallons | 10,000 |

*Once the contracted gallons have been purchased, any additional gasoline needed will be purchased at the current open price.

| FIRM PRICE | |
|---|---|
| Diesel | Premium ULS w/ 5% |
| Price | 2.483 |
| L.U.S.T. Tax | .004 |
| Environmental Impact Tax | .008 |
| Illinois Motor Fuel Tax | .467 |
| TOTAL | $2.962 |
| *Contracted Gallons | 20,000 |

*Once the contracted gallons have been purchased, any additional diesel needed will be purchased at the current open price.

# BID SPECIFICATIONS

**2022 - 2023**

**Body Specifications**

Bids will be received for providing six (6) 72 passenger conventional type bus bodies.

Body specifications are as follows:

1. Dual heater shut-off valves at the engine
2. Dual heater complete with rear extension heater, right hand heater, and auxiliary heater booster circulating pump
3. Remote heated rearview mirrors to meet Illinois Department of Transportation standards
4. Electric two-speed, intermittent, windshield wipers and electric wet-arm washers.
5. Five pound dry chemical fire extinguisher
6. Right and left auxiliary defroster fans, minimum 6-inch diameter
7. Undercoating to meet state specifications
8. Headlights flash with alternating red loading lights
9. Tinted windshield - sun shaded
10. Large rear windows
11. Acoustic ceiling
12. Grey heavy-duty upholstery
13. Electric operated stop arm with flashing lights
14. Electric operated crossing arm with poly rod assembly with an interrupt switch located on the switch panel
15. Folding steps and hand holds for cleaning windshields
16. Interior dome lights, dual row with four rear lights on one switch; six front lights to be on a separate switch
17. 6-way adjustable drivers high back seat with cloth insert
18. Upper and lower glass in rear emergency door
19. Rubber mud flaps installed behind front and rear wheels
20. Sliding two-piece glass window on driver's side
21. Grey rubber floor covering; isle and entrance steps to be heavy-duty ribbed.
22. Locking fuel filler door
23. Strobe light to meet Illinois Department of Transportation standards (low profile to be mounted midway back on roof)
24. Battery compartment to be sliding rack type
25. Bodies shall meet all Federal and State standards, which are mandatory at the time bus is delivered to school and shall pass State vehicle inspection before acceptance by the school
26. Winter front
27. Access cover in floor for fuel-sending unit
28. Ignition switch controlled electrical body panel switches
29. Locking door on outside electrical access panel
30. White-topped roof
31. Twenty-eight percent (28%) dark tint side and rear windows

32. Roof Hatch “Spheros Brand” located in center of bus “Low Profile”
33. Lettering on sides of bus “ Richland County Community Unit District No. 1”
34. Vandal Lock doors, front and rear
35. Bus Camera System. (REI DVR System) 4 camera system; One 6.0 in front facing rear; one 2.4 in rear facing forward; one 2.4 at driver facing toward entrance door; one 2.4 at 8th seat on left side centered above seat back as close to side window as possible facing to passenger side. Consult with Lonnie Doan, Transportation Mechanic, BEFORE installation.
36. L.E.D. exterior lights on bus body (clearance, tail, brake, turn, back up, stop arm, 8-way loading) with correct colored lenses
37. Master switch to shut off heaters, defrosters, radio, etc. for noise at railroad tracks
38. Seat belt ready seat frames for all passenger seats
39. The first eight (4) seats on each side equipped/installed with 2 retractable seat belts per seat
40. New bus identification numbers will be decided upon trade-in decision. These numbers should be placed; one on rear, one on left side, one on right side behind entrance door, and one on front on right front fender above bumper.
41. If DEF tank installed – Need DEF and fuel tank keyed different
42. AM FM CD stereo system with P.A. 8 internal speakers
43. Cruise Control
44. Trash can
45. Cup holder
46. Overhead storage above driver
47. Back-up camera
48. Adjustable foot pedals

# Chassis Specifications

Size of chassis desired is as follows:

Bids will be received for providing six (6) 72 passenger conventional type bus bodies.

Chassis shall meet all Federal and State standards, which are mandatory at the time bus is delivered to the school and shall pass State vehicle inspection before acceptance by the school.

In addition, chassis will be delivered complete as follows:

1. Engine to be a Diesel in-line 6 cylinder, 220 H.P. (min.).
2. Engine block heater - 750-watt minimum.
3. Chassis shall be equipped with a tilt hood.
4. Tachometer installed.
5. Safety fuel tanks as specified in Section 12-813 of the Illinois Vehicle Code. At least sixty (60) gallon fuel tank.
6. 11R22.5, 12 ply, radial, tubeless tires, highway tread on front & rear, with all tires complying with Federal and State standards.
7. Power steering.
8. Hydraulic brakes - heavy-duty - disc brakes front and rear.
9. Alternator - at least 240 AMP rating minimum.
10. Battery to be mounted inside compartment of body - 3 twelve-volt batteries (minimum).
11. Allison 2500 Series transmission with external oil filter to accommodate replaceable element.
12. Axle weight rating (minimum 9,000 lb. front, 19,000 lb. rear) to comply with Federal standards.
13. Instruments must include an electric or manual throttle, controlled by a separate knob or switch on the instrument panel for fast idle operation control.
14. Original inspection certificate.
15. Dual action heavy duty shocks front and rear.
16. Temperature gauge, oil gauge, voltmeter combination with warning lights.

## Legal Notice

**Public Notice Invitation for Bus Bids**

The Board of Education of Richland County Community Unit No. 1, Counties of Richland, Wayne, Clay, Lawrence, and Jasper, Illinois, will receive sealed bids for the purchase of six (6) school buses.

Bidders shall submit detailed description and listing of standard equipment on units. Body and chassis must meet all specifications as stated. Specifications and bid forms may be picked up at the district office at 1100 E. Laurel St., Olney, IL 62450 or requested via email at clecrone@rccu1.net.

Bids shall be received by 9:00 a.m. on January 13, 2022 and will be opened at that time. Bids are to be made firm for 45 days, and will be acted upon by the Richland County Board of Education at its regular meeting to be held on January 20, 2022.

It is further understood that at its option, the Board may purchase less than the total number of units on which proposals are invited, or may reject any or all bids. The Board may also choose not to trade in any buses.

Delivery of new buses will not be accepted before July 1, 2022, but shall be received before August 1, 2022 or as soon thereafter as possible.

Sealed bids shall be addressed and mailed to:

Mr. Chad LeCrone, Assistant Superintendent
Richland County Community Unit School District No. 1
1100 E. Laurel St.
Olney, IL 62450

Please mark the envelope **"Bus Bids".**

**Richland County High School**
1200 East Laurel Street
Olney, IL 62450
Phone 618.393.2191 • Fax 618.395.1256 • rchs.rccu1.net

Andy Julian, Principal
Kacie Rodgers, Assistant Principal

Chris A. Simpson, Superintendent
Chad LeCrone, Assistant Superintendent

Mr. Simpson,

Please accept the following secretary and custodian position changes at Richland County High School beginning on January 3, 2022.

- Transfer of Tracey Rodgers from High School Secretary to Co-High School Office Manager
- Transfer of Natalie Berry from High School Teacher Assistant to Co-High School Office Manager
- Transfer of Tara Milburn from High School Custodian to Co-High School Head Custodian.

Please contact me with any questions or concerns regarding these transfers.

Thanks

Andy Julian