

Regular Agenda

Date: Thursday, August 19, 2021

Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c

Time: 6:00 PM

Location: District Office
650 Dr. John Burkey Drive
Algonquin, IL 60102

Mission Statement: Our learning community will inspire, challenge and empower all students always.

Board of Education Members: President, Mr. Anthony Quagliano; Vice President, Mr. Kevin Gentry; Secretary, Mr. Paul Troy; Mr. William Geheren; Mrs. Melissa Maiorino; Mrs. Lesli Melendy; Mr. Sean Cratty.

Agenda

All times are approximate. D=Discussion, R=Report, A=Action

1. **Call to Order / Roll Call (A)** (Mr. Quagliano)

Call to order the Regular Meeting at __ p.m. A quorum must be met.

Roll Call: Ayes ___ / Absent ___ / Motion _____

Members: Mr. Quagliano, Mr. Geheren, Mr. Gentry, Mr. Cratty, Mrs. Melendy, Mr. Troy, Mrs. Maiorino

2. **Closed Session / Roll Call (A)** (Mr. Quagliano)

Move to enter into closed session at __ p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: **(1)** The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel; **(2)** Collective negotiating matters; **(11)** Litigation;

Members: Mr. Geheren, Mr. Cratty, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mr. Troy, Mrs. Maiorino

Roll Call: Ayes / Nays / Absent / Motion _____

1. **Exit or Suspend Closed Session / Voice Call (A)**

Move to exit or suspend closed session at __ p.m. and return to open session.

Voice Call: Ayes / Nays / Motion _____

3. **Resume in Public Session / Roll Call (A)** (Mr. Quagliano) *approx. 7:00 p.m.*

Resume the Regular meeting at __ p.m.

Members: Mrs. Melendy, Mr. Troy, Mrs. Maiorino, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mr. Cratty

Roll Call: Ayes / Absent / Motion _____

1. **Action as Required / Roll Call** (Mr. Quagliano)

Will come from the Board.

Roll Call: Ayes / Nays / Absent / Motion _____

Action: Recommendation will come from the Board.

Members: Mr. Cratty, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mr. Troy, Mrs. Maiorino

4. **Pledge of Allegiance** (Mr. Quagliano)

The following students from the Light Program will lead us in the Pledge.

D'Andre Chapman, Dylan Edminster and Jade Fields

5. **Student Recognition by the Board of Education**

The Board of Education will recognize the FBLA (Future Business Leaders of America State and National Competition Medalist).

Student(s) Recognized:

Jeremy Bizon and Rygel Ginete: Publication Design (2nd Place)

Megha Jacob: Intro to Financial Math (2nd Place)

Mark Sobolewski: Supply Chain Management (4th Place)

Maria Loiseah and Madeline Pomis: Social Media Strategies (4th Place)

FBLA National Winners (this is an international competition): top 10 finishers recognized

Jeremy Bizon and Rygel Ginete: Publication Design (9th Place)

6. **Academic Spotlight (R)** (Sue Waughon) The D158 LIGHT Program (**L**ife **I**nstruction **G**uiding **H**untley **T**ransition) is designed for students, ages 18-22 years old, who have met state graduation requirements, but continue to need more skill development over an extended time before entering independent or interdependence adulthood. Transition services are a coordinated set of activities designed to move students from high school into adult life. Tiered transition services provide an opportunity for students to work toward their postsecondary goals, while providing training for employment. IEP Teams recommend students for the LIGHT Program based on data compiled into their transition plans.

7. **Public Comment** (Mr. Quagliano)

As per Policy 2:230, public comment can be made during this portion of the meeting. The members of the public and district employees may comment on or ask questions of the Board, subject to reasonable constraints.

8. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Quagliano)

Move to adopt the agenda as presented (or with changes).

Action: Adoption of the Agenda.

Roll Call: Ayes / Nays / Motion _____

9. **Associate Superintendent's Report (R)** (Ms. Lombard)

Updates will be provided at this time.

Recommendation: For informational purposes only.

10. **Assistant Superintendent Learning and Innovation (R)** (Dr. Schlichter)

Updates will be provided at this time.

Recommendation: For informational purposes only.

11. **Assistant Superintendent for Elementary Learning and Innovation (R)** (Dr. MacCrimble)

Updates will be provided at this time.

Recommendation: For informational purposes only.

12. **Assistant Superintendent of Special Services (R)** (Dr. del Castillo)

Updates will be provided at this time.

Recommendation: For informational purposes only.

1. **MTSS Framework Updates**

Dr. del Castillo will present an update on the district's systematic approach to support the needs of our students focused on academic as well as social emotional supports. Beyond the MTSS Framework, Dr. del Castillo will share additional ways we are supporting the social and emotional needs of not only students, but also staff members and district families, including the Happiness Advantage (Orange Frog Workshop) and RULER, which is our universal approach to social-emotional learning.

2. **Recommendation:** For informational purposes only.

13. **Chief Financial Officer/Treasurer (R)** (Mr. Altmayer)

Updates will be provided at this time.

Recommendation: For informational purposes only.

14. **Assistant Superintendent of HR Report (R)** (Mr. Zehr)

Updates will be provided at this time.

Recommendation: For informational purposes only.

15. **Chief Technology Officer (R)** (Dr. Budzynski)

Updates will be provided at this time.

Recommendation: For informational purposes only.

16. **Community Relations & Student Outreach** (Mrs. Melendy-Chair, Mr. Geheren, Mrs. Maiorino)

1. **Freedom of Information Act (FOIA) Requests (R)**

A monthly report on the FOIA requests is provided in the packet.

Recommendation: For informational purposes only.

17. **Superintendent's Report (R)** (Dr. Rowe)

18. **President's Report (R)** (Mr. Quagliano)

19. **Legislation Committee** (Mr. Cratty- Chair, Mrs. Melendy Mrs. Maiorino)

Recommendation: For informational purposes only.

1. **Legislative Updates (R)** (Mr. Cratty)

Mr. Cratty will provide legislative updates.

20. **Consent Agenda / Roll/ Voice Call** (Mr. Quagliano)

Roll Call: Ayes /Nays / Motion _____

6

8

1. <u>Board of Education</u> (Mr. Quagliano)	
1. <u>Minutes (A)</u>	<u>11</u>
The following minutes are presented for approval.	
Recommendation: Seeking approval of the Board as presented.	
2. <u>Human Resources Committee</u> (Mr. Gentry-chair, Mrs. Melendy, Mr. Quagliano)	
1. <u>HR Personnel (A)</u> (Dr. Zehr)	<u>16</u>
Seeking approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented.	
Recommendation: Seeking approval as presented.	
2. <u>Job Descriptions (A)</u> (Dr. Zehr)	<u>22</u>
The H/R Committee is seeking approval of the new Job Descriptions.	
Recommendation: Seeking approval of the Board at the next Regular meeting	
3. <u>Finance Committee</u> (Mr. Quagliano-chair, Mr. Cratty, Mr. Gentry)	
1. <u>Payables (A)</u> (Mr. Altmayer)	<u>26</u>
Mr. Altmayer will seek approval of the Purchase Orders issued at \$462,921.67; Accounts Payable issued at \$708.33; Imprest issued at \$69,698.53 and Disbursements issued at \$2,762,629.13, as presented.	
Recommendation: Seeking approval of the Board as presented.	
4. <u>Curriculum Committee</u> (Mr. Geheren-chair, Mr. Gentry, Mr. Troy)	
1. <u>Contract with Mathematics Institute of Wisconsin (A)</u> (Dr. MacCrimdle and Dr. Schlichter)	<u>27</u>
The Curriculum Committee recommends approval of the contract with the Mathematics Institute of Wisconsin for the purpose of supporting continuous improvement initiatives related to the K-12 math review.	
Recommendation: Seeking approval as presented.	
5. <u>Buildings and Grounds Committee</u> (Mr. Troy-chair, Mr. Cratty, Mr. Quagliano)	
1. <u>Change Order #1 to Roof System Replacement Bid #2021-68 (A)</u> (Mr. Renkosik)	<u>31</u>
The B & G committee recommends approving Change Order #1 to Roof System Replacement Bid #2021-68.	
Recommendation: Seeking approval as presented.	
21. <u>Action Item</u>	
1. <u>FY22 Budget - Display Draft (A)</u> (Mr. Altmayer)	<u>34</u>
Mr. Altmayer will present for approval, the FY22 Budget - Display Draft.	
Recommendation: Seeking approval as presented.	
2. <u>Temporary suspension of policy 7:60 (A)</u> (Dr. Budzynski)	<u>98</u>
30 day waiver of policy 7:60 granting the district the ability to enter into an agreement with families awaiting formal occupancy of a new home, a path allowing them to begin the school year in D158 schools.	
Recommendation: District Administration recommends the board approve the item as presented.	
3. <u>Supplemental Purchase Orders (A)</u> (Mr. Altmayer)	<u>100</u>
Administration recommends approval of the Supplemental Purchase Orders Report at \$2,326,990.31 and Supplemental Accounts Payable at \$27,998.56 as presented.	
Roll Call: Ayes / Nays / Motion ___	
Mr. Quagliano, Mr. Gentry, Mrs. Maiorino, Mr. Troy, Mr. Geheren, Mrs. Melendy, Mr. Cratty	
Recommendation: Seeking approval by the Board as presented.	
4. <u>Policy Committee (A)</u> (Mrs. Maiorino-chair, Mr. Geheren, Mr. Troy)	
1. <u>PRESS Updates - June 2021, Issue 107</u>	<u>134</u>
Recommended Changes for Board Policy	
PRESS Updates - June 2021, Issue 107	
5. <u>2020-2021 Strategic Planning Measures (A)</u> (Dr. Rowe)	
Dr. Rowe will present the 2020-2021 Strategic Planning Measures and indicators for approval.	

22. **Adjournment (A)** (Mr. Quagliano)
Motion to adjourn the meeting at __ p.m.
Voice Call: Ayes / Nays / Motion _____



Student Recognition by the Board of Education

Meeting Date: 8/19/21

Student Achievement:

FBLA (Future Business Leaders of America State and National competition medalist)

Student(s) Recognized:

Jeremy Bizon and Rygel Ginete: Publication Design (2nd Place)

Megha Jacob: Intro to Financial Math (2nd Place)

Mark Sobolewski: Supply Chain Management (4th Place)

Maria Loiseah and Madeline Pomis: Social Media Strategies (4th Place)

FBLA National Winners (this is actually an international competition): top 10 finishers recognized

Jeremy Bizon and Rygel Ginete: Publication Design (9th Place)

School(s) Represented:

HHS

Principal(s):

Dr. Belin

Presenter(s):

Page Schaschwary



Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: August 19, 2021
To: Board of Education
From: Dr. Rocio del Castillo, Assistant Superintendent for Special Services
Cc: Dr. Scott Rowe, Superintendent
Subject: **Special Services Department MTSS Update**

EXECUTIVE SUMMARY

District 158 has committed to providing the highest quality education to our students. This includes not only the Tier 1, universal curriculum and supports offered to all students but also opportunities for enrichment and acceleration of learning for those students ready to dive deeper into content and learn at a quicker pace as well as direct intervention for those in need of additional support with specific skills. Through gifted and talented programming, Response to Intervention (RTI), and Positive Behavioral Intervention and Supports (PBIS), our students have been provided the appropriate supports to address their needs, but this has been done through separate lenses versus consideration of the whole-child. Taking a more comprehensive, systematic approach to analyzing and addressing students' academic, behavioral, and social-emotional needs through a Multi-Tiered System of Supports (MTSS) is more important than ever.

Over the past several months, dedicated work has been done by a core team comprised of our district school psychologists to develop a multi-year plan for MTSS that will be consistently implemented in all schools. Input and feedback was sought from a variety of stakeholders to build a framework that will support all students always. The foundational pillars of District 158's MTSS Framework include: High Quality Instruction, Equitable Practices, Tiered Supports and Services, Data-based Decision Making, Problem Solving, and Collaboration. The MTSS framework provides an overview of the tiers of instruction and support for our students, details specifics regarding the district's approach to data based decision making and problem solving, and outlines our continuum of supports and services.

One of the core components of District 158's MTSS framework is social-emotional learning. Through the SEL Review that occurred during the 2019-2020 school year, Yale Center for Emotional Intelligence's RULER was identified as our district-wide, universal approach to supporting the social-emotional needs of our students.



Huntley Community School District 158

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RULER takes a systemic, evidence-based approach to social-emotional learning, embedding the principles of emotional intelligence into schools through the explicit instruction and reinforcement of the five skills of emotional intelligence - recognizing, understanding, labeling, expressing, and regulating - utilizing core tools that can be utilized across settings. Several planned steps were taken during the 2020-2021 school year and will continue into the 2021-2022 school year to train staff and begin implementation of RULER with students at the secondary level with specific steps identified to begin this same process in our elementary buildings.

Continuing to create opportunities to make connections and foster a positive, supportive, and welcoming environment is essential to building rapport and relationships amongst students, staff, and families. With the adoption of RULER and social-emotional learning serving as one of the core pillars for the 2021-2022 school year, District 158 is committed to fostering hope, optimism, and resiliency within our learning community. As part of our systematic approach to supporting the social-emotional needs of our students, staff, and district families, it is necessary to focus on the culture and climate of our buildings and seek opportunities to reinforce positivity and growth mindset. In order to target this need, The Happiness Advantage - Orange Frog concept has been introduced to our district administrators. It has provided our administrative team with a blueprint for increasing staff and student engagement, enhancing SEL, and tapping into people's intrinsic motivations while providing a sustainable approach to enhancing productivity and improving culture at the district, school, staff, and classroom levels. The goal is to continue spreading positivity and improving the district climate by bringing the training to staff and students over the course of the next three year.

The development of District 158's MTSS framework, implementation of RULER, and introduction of The Happiness Advantage - Orange Frog concept are a testament to the district's commitment to connect and support our students, staff, and district families. These initiatives are interwoven, and the decision to introduce and implement them together over the course of the next few school years is both purposeful and necessary.

RECOMMENDATION

This report is for informational purposes only.

Huntley Community School District 158
Board of Education
Regular Meeting - August 19, 2021
Freedom of Information Act Requests

Request #	Date Rec'd	Type	Requested by:	Request:	Status:	Date Completed:	Time Spent Preparing	Approx. Cost to D158	Notes
2021-12	07/06/21	Email	Andy Bittman	<p>As per the Annual Statement of Affairs ("ASA") submitted to ISBE by D158, would like to see itemized details for each of the transactions on the BMO Harris accounts for Fiscal Year 2021 (July 2020 – June 2021). Details requested would include information captured on the Standardized Expense Form(s) per the D158 bylaws: The amount of the actual expense; The name of the D158 employee who incurred the expense advancement or reimbursement. (Or the specific account with a referenced list of which accounts are associated with which person); The date(s) of the official business on which the expense advancement or reimbursement was expended; The nature of the official business conducted when the expense advancement or reimbursement was expended. (Please use the budget item / category the expense was applied to); Any reimbursement or receivable that was provided to offset the expense. (If appropriate, this would be for any personal expenses on the card which are reimbursed by the employee); This request is the same as my previous expense but now for the FY21 data. The format provided previously in response is suitable with this request.</p> <p>2. As a follow on to a previous FOIA request, the specific expense report(s) with the following transactions are requested. In the previous FOIA request response, there were no descriptions provided for these expenses.</p>	Completed	07/16/21	2	\$70	8
2021-13	07/09/21	Email	Abby Callard	<p>The number of unpaid student fees for SY 2020-2021, 2019-2020 and 2018-2019. The total amount of unpaid student fees for SY 2020-2021, 2019-2020 and 2018-2019.</p>	Completed	07/15/21	0.25	\$9	
2021-14	07/08/21	Email	Dana Wiley	<p>key words that include the business "Sew Hopd" and any emails between Dr Rowe, Mr Altmayer, and/or anyone on the Foundation. This would be anything in the timeframe of the last 18 months.</p>	Completed	07/15/21	2	\$70	
2021-15	07/17/21	Email	Cal Skinner	<p>any documents from the American Reading Company "Diversity, Equity and Inclusion (DEI) training materials for the 2020-2021 school year for: HHS, Marlowe Middle School and Chesak/Martin (To include syllabi, PowerPoint presentations, handouts, reading materials for educators and administrators.)</p>	Completed	07/23/21	0.5	\$18	
2021-16	07/20/21	Email	Michael Thompson	<p>School year Grant applications and/or awards for the 2020-2021 school year" for HHS, Marlowe Middle School and Chesak/Martin (To include names of grants applied for/awarded and dollar amounts requested/received.)"</p>	Completed	07/27/21	1	\$35	Requester amended their initial request on 7/20/21 after a previous voluminous request on 7/15/21.

Huntley Community School District 158
 Board of Education
 Regular Meeting - August 19, 2021
 Freedom of Information Act Requests

The enrollment totals of Black, Hispanic, and White students, as well as students on free/reduced lunch, and students not on free/reduced lunch who were enrolled in the following Advanced Placement courses during the following school years:

- 2015 - 2016 AP English Language and Composition
- 2015 - 2016 AP English Literature and Composition
- 2015 - 2016 AP Comparative Government and Politics
- 2015 - 2016 AP European History
- 2015 - 2016 AP Human Geography
- 2015 - 2016 AP Macroeconomics
- 2015 - 2016 AP Microeconomics
- 2015 - 2016 AP Psychology
- 2015 - 2016 AP United States Government and Politics
- 2015 - 2016 AP United States History
- 2015 - 2016 AP World History
- 2015 - 2016 AP Calculus AB
- 2015 - 2016 AP Calculus BC
- 2015 - 2016 AP Computer Science A
- 2015 - 2016 AP Computer Science Principles
- 2015 - 2016 AP Statistics
- 2015 - 2016 Biology
- 2015 - 2016 Chemistry
- 2015 - 2016 Environmental Science
- 2015 - 2016 Physics 1 Algebra Based
- 2015 - 2016 Physics 2 Algebra Based
- 2015 - 2016 Physics C Electricity and Magnetism
- 2015- 2016 Physics C Mechanics
- 2018 - 2019 AP English Language and Composition
- 2018 - 2019 AP English Literature and Composition
- 2018 - 2019 AP Comparative Government and Politics
- 2018 - 2019 AP European History
- 2018 - 2019 AP Human Geography
- 2018 - 2019 AP Macroeconomics
- 2018 - 2019 AP Microeconomics

Huntley Community School District 158
Board of Education
Regular Meeting - August 19, 2021
Freedom of Information Act Requests

2021-18	8/4/21	Email	Chad Felde	<p>On or about April 8, 2021, my daughter was sent home from Heineman Middle School for what was called an "exposure". A few days later we notified that there was an error and that kids should not have been sent home.</p> <p>What test was used on the student that was initially believed to be positive but the school nurse later indicated it was not a reliable test?</p> <p>What tests are considered reliable to the District?</p> <p>Will critical race theory replace an elective or core class (ie math, English, etc) in a student's schedule?</p> <p>What is in place to make sure this does not happen again?</p> <p>What is the District's definition of an "exposure" and what criteria are being used?</p> <p>How many students in District 158 were sent home to quarantine during the 2020-2021 school year?</p>	Completed	08/11/21	2	\$70	Requester was notified that several of the questions being posed in their request do not yield responsive district documents and should be directed to the McHenry County of Health.
2021-19	08/04/21	Email	Ben Bradley (WGN)	Itemized credit card statements for all district-issued credit cards for calendar years 2018, 2019, 2020 and YTD 2021	Incomplete	Extended	0.25	\$9	Requester was notified of an extension to their request on August, 11, 2021
2021-20	08/05/21	Email	Chad Felde	What are the dates of all the closed door sessions and/or meetings the board has held since March of 2020?	Completed	08/12/21	0.5	\$18	
2021-21	08/06/21	Email	Kevin Tomsha	1. Any Postal Equipment signed information and signed contracts. a) Specifically postage meter machine; b) Specifically Folder and/or inserter equipment	Completed	08/12/21	0.5	\$18	
2021-22	08/06/21	Email	Chad Felde	<p>What is the District's social media policy pertaining to its employees?</p> <p>What is the District's policy pertaining to its employees with regards to endorsing, supporting, opposing or contradicting any political campaign, initiative, social issue, cause, religion, product, service, company or commercial entity?</p>	Completed	08/13/21	0.5	\$18	

Regular Agenda

Date: Thursday, July 15, 2021

Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c

Time: 6:00 PM

Location: District Office
650 Dr. John Burkey Drive
Algonquin, IL 60102

Mission Statement: Our learning community will inspire, challenge and empower all students always.

Board of Education Members: President, Mr. Anthony Quagliano; Vice President, Mr. Kevin Gentry; Secretary, Mr. Paul Troy; Mr. William Geheren; Mrs. Melissa Maiorino; Mrs. Lesli Melendy; Mr. Sean Cratty.

Agenda

All times are approximate. D=Discussion, R=Report, A=Action

1. Call to Order / Roll Call

Call to order the

Regular Meeting at 6:01 p.m. A quorum was met.

Roll Call: Ayes 6 / Absent 1 / Motion Carried

Absent: Mr. Gentry

Members: Mr. Quagliano, Mr. Geheren, Mr. Gentry, Mr. Cratty, Mrs. Melendy, Mr. Troy, Mrs. Maiorino

2. Closed Session / Roll Call

Move to enter into closed session at 6:01 p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of:

(1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel; **(2)** Collective negotiating matters; **(11)** Litigation; **(14)** Discussion of minutes of meetings lawfully closed under this Act.

Members: Mr. Geheren, Mr. Cratty, Mr. Gentry, Mr. Quagliano, Mrs. Melendy, Mr. Troy, Mrs. Maiorino

Roll Call: Ayes 6/ Nays 0/ Absent 1/ Motion Carried

1. Exit or Suspend Closed Session / Voice Call

The Board suspend closed session at 7:07p.m. and return to open session.

Voice Call: Ayes 6/ Nays 0 / Motion Carried

3. Resume in Public Session / Roll Call

Resume the Regular meeting at 7:08 p.m.

Members: Mrs. Melendy, Mr. Troy, Mrs. Maiorino, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mr. Cratty

Roll Call: Ayes 6/ Absent 0 / Motion Carried

1. Action as Required / Roll Call

Will come from the Board.

Roll Call: Ayes 6 / Nays 0 / Absent 1/ Motion Carried

Action: Recommendation will come from the Board.

4. Pledge of Allegiance

5. Academic Spotlight The Board recognized multiple athletic achievements from students

at Huntley High School. Alex Johnson was honored as the IHSA Class 3A Girls Track and Field State Champion in the long jump. Johnson has set records for her performances in the long jump, 100 meter, and 200 meter events. The Huntley High School softball team was also recognized for their third place finish at the IHSA Class 4A State series. The team follows up their 2019 state championship with another impressive season. HHS softball and track and field coaches were in attendance to speak to all the hard work and perseverance of these talented students.

Congratulations to all!

6. **Public Comment** – There were several Public Comments. Mr. Quagliano had about 75 percent of the people read their comments during public comment. The others read their comments at the end of the meeting.

Laura Murray, Trevor Murray, Kendra Ziebell, Kasie Sliwe, Erin Smith, Iwona Matusiewicz, Kim Singer, Nicole Petkova, Jill Cataldo, Dawn Rabick, Angie Birkley, Xhail Traub, Erin Wyse, Kari Corss, Dani Athans, Kinsey Hayes, Andy Bittman, Shanna Zalud, Betsy Felde, Tom/Erin Cease, Andrew Martin, Nicoles Endres, Victoria Bittman, Justin Searles, Chad Zalud, Beth Crisci(Justin cross), Monika Lazarowicz, David Roberts, Aneta Ujcik, Kevin Jacobsen, Joe Logsdon, Michael Thompson, Richard Rizzo, Britni Hermansen, Dan Burak, and Dyan Karaviotis.

7. **Revision and Adoption of the Agenda / Voice Call**

The Agenda was adopted with the following changes. Removal of items 9, 10, and 11.

Action: Adoption of the Agenda.

Mr. Quagliano Moved, Mrs. Melendy 2nd.

Voice Call: Ayes 6/ Nays 0/ Motion Carried

8. **Associate Superintendent's Report**

Ms. Lombard presented Transportation updates to the Board. We are awaiting the ISBE bus guidelines. The district hired First Student to perform a bussing analysis. The district received a lot of good information from the analysis. We are currently in a good place with staffing for transportation. We would like to hire even more staff to help when drivers are out. We have also looked into a private company to help when subs are needed.

Recommendation: For informational purposes only.

9. **Assistant Superintendent for Secondary Learning and Innovation - None**

Updates will be provided at this time.

Recommendation: For informational purposes only.

10. **Assistant Superintendent for Elementary Learning and Innovation - None**

Updates will be provided at this time.

Recommendation: For informational purposes only.

11. **Assistant Superintendent of Special Services - None**

Updates will be provided at this time.

Recommendation: For informational purposes only.

12. **Chief Financial Officer/Treasurer**

Mr. Altmayer presented the Districts current financial updates.

Recommendation: For informational purposes only.

1. **Fiscal Services Reports**

Mr. Altmayer provided the Monthly Fiscal Updates and Activity Fund Balance Report.

Recommendation: For informational purposes only

2. **Revenue and Expenditure Report**

The monthly report is provided in the packet for review and comment.

Recommendation: For informational purposes only.

13. **Assistant Superintendent of HR -None**

Updates will be provided at this time.

Recommendation: For informational purposes only.

14. **Chief Technology Officer - None**

Updates will be provided at this time.

Recommendation: For informational purposes only.

15. **Community Relations & Student Outreach**

1. **Freedom of Information Act (FOIA) Requests (R)**

A monthly report on the FOIA requests was provided in the packet.

Recommendation: For informational purposes only.

16. **Building & Grounds (B&G) Committee**

1. **O&M Update**

Mr. Renkosik presented the O & M Updates.

Recommendation: For informational purposes only.

17. **Superintendent's Report**

Dr. Rowe explained the district hasn't made a decision regard mask updates. The district is still waiting on more updates from some sources, before a decision is made.

1. Donations (R)

Mr. and Mrs. Troy Donated \$500.00 in gratitude/appreciation for the experiences their daughters received from yearbook, newspaper and medical academy.

18. President's Report - None

19. Legislation Committee

Legislative Updates

Senate Bill SB508 and SB518 are still on Governors desk.

20. Action Items / Roll/ Voice Call

Action items require a motion and a second; discussion if needed; and roll or voice call.

1. Board of Education

1. Minutes (A)

The following minutes from June 3, 2021 and June 17, 2021 were approved as presented.

Mr. Quagliano moved, Mrs. Maiorino 2nd

Action: Approved as presented.

Voice Call: Ayes 6 / Nays 0/ Motion Carried

Board Resolution in support of McHenry County Fiber Coalition

This resolution is intended to show support for the McHenry County Fiber Coalition mission of securing accessibility of broadband internet for every citizen of McHenry County.

Mr. Quagliano moved, Mr. Troy 2nd

Action: Approved as presented.

Voice Call: Ayes 6 / Nays 0/ Motion Carried

2. Human Resources Committee

1. HR Personnel

Seeking approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented.

Mr. Quagliano moved, Mr. Geheren 2nd

Roll Call: Ayes 6/ Nays 1/ Motion Carried

Action: Approved as presented

2. FY22 Substitute Rates

Seeking approval of the Board as presented.

Mr. Quagliano Moved, Mrs. Melendy 2nd

Roll Call: Ayes 6/ Nays 1/ Motion Carried

Action: Approved as presented

3. Benefitfocus Contract Renewal

Seeking approval of the Board as presented.

Mr. Quagliano Moved, Mrs. Melendy 2nd

Roll Call: Ayes 6/ Nays 1/ Motion Carried

Action: Approved as presented

3. Finance Committee

1. Payables

Mr. Altmayer sought approval of the Purchase Orders issued at \$7,468,480.68; Imprest issued at \$2,967,438.86 and Disbursements issued at \$14,348,275.86, as presented.

Roll Call: Ayes 6 / Nays 0/ Motion Carried

Action: Approved as presented

Mr. Quagliano moved, Mr. Cratty 2nd

2. Revenue Contracts

Mr. Altmayer sought approval of the revenue contracts for various fundraising activities.

Mr. Quagliano moved, Mr. Troy 2nd

Roll Call: Ayes 6/ Nays 0/ Motion Carried

Action: Approved as presented

3. Registration Fees & Tax Abatement

As a result of the expected fiscal year 2021 operating surplus, Administration is recommending a 50% reduction of the 2021-2022 student Registration Fees, as well as setting aside funds to be used for a Levy Year 2021 Tax Abatement.

Mr. Quagliano moved, Mr. Troy 2nd.

Roll Call: Ayes 6/ Nays 0/ Motion Carried

Action: Approved as presented.

4. Bond Issuance - Parameters Resolution

Mr. Altmayer sought approval of the Board to adopt the attached Parameter's Resolution providing for the issue of not to exceed \$34,000,000 General Obligation Refunding School Bonds of the School District for the purpose of refunding certain outstanding bonds of said School District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, authorizing the sale of said bonds to the purchasers thereof, and authorizing the execution of certain escrow agreements in connection therewith.

Roll Call: Ayes 6/ Nays 0 / Motion Carried

Mr. Quagliano moved, Mr. Troy 2nd

Action: Approved as presented

5. FY22 Budget Tentative Draft

Mr. Altmayer presented for approval the FY22 Budget Tentative Draft.

Mr. Quagliano Moved, Mr. Troy 2nd

Roll Call: Ayes 6/ Nays 0/ Motion Carried

Action: Approved as presented.

6. FY22 Budget Hearing

Administration recommended the date and time of the Budget Hearing for the FY22 Budget. The Budget Hearing will be on September 16, 2021.

Mr. Quagliano moved, Mrs. Melendy 2nd

Roll Call: Ayes 6 / Nays 0/ Motion Carried

Action: Approved as presented

Recommendation: Seeking approval of the Board as presented.

7. IDOT Hazardous Busing Resolution

The Illinois Department of Transportation (IDOT) constituting a Type I, Type II and Type III Hazard will be reviewed to transport students. Administration is recommending by resolution the continuance of the Hazardous Busing Program for the District, as identified by school code 105ILCS 5/29-5.2.

Mr. Quagliano moved, Mr. Geheren 2nd

Roll Call: Ayes 6/ Nays 0/ Motion Carried

Action: Approved as presented

Illinois School District Liquid Asset Fund Authorization Resolution

Mr. Altmayer presented for approval, a resolution which authorizes the Superintendent and Treasurer to effectuate the investment and withdrawal of monies, contracts & agreements on behalf of the District.

Mr. Quagliano moved, Mr. Geheren

Roll Call: Ayes 6/ Nays 0/ Motion Carried

Action: Approved as presented

4. Buildings and Grounds Committee

1. Amendment #1 to Thermosystems Preventative Maintenance Service Agreement

The Administration recommends to the Board of Education approval of the attached Amendment 1 proposal to Thermosystems Preventative Maintenance Agreement proposal # HSD.MA.201101. 231031A dated August 18, 2020, as attached at the July15, 2021 Board meeting.

Mr. Quagliano moved, Mr. Troy 2nd

Roll Call: Ayes 6/ Nays 0/ Motion Carried

Action: Approved as presented

2. Refuse and Recycling Services Bid

The B & G Department recommends approving the Refuse and Recycled Materials Hauling and Disposal RFP#2021-13.

Mr. Quagliano moved, Mr. Troy

Roll Call: Ayes 6 / Nays 0/ Motion Carried

Action: Approved as presented

3. Snow Removal Services Bid

The B & G Committee recommends the approval of Snow Removal Services RFP 2021-40.

Mr. Quagliano Moved, Mr. Troy 2nd.

Roll Call: Ayes 6 / Nays 0/ Motion Carried

Action: Approved as presented

5. Curriculum Committee

1. Amended School Calendar 2021-2022

Dr. Rowe presented the amended 2021-2022 school calendar to the Board of Education.

Mr. Quagliano moved, Mr. Geheren 2nd

Roll Call: Ayes 6 / Nays 0 / Motion Carried

Action: Approved as presented

Suspend Open Session @ 11:09 pm

Return to closed session @ 11:22 pm

Return to Open Session @ 12:08 am

21. Adjournment

Motion to adjourn the meeting at 12:09am

Voice Call: Ayes 6/ Nays 0 / Motion Carried

**Huntley Community School District 158 – Board of Education
Personnel Report
August 19, 2021**

2020-2021 Staff Retirements

Sharon Peckham

- Program Aide/Leggee
- 20 Years of Service

James Ring

- Bus Aide
- 3 Years of Service

2021-2022 Staff Retirements

Sanije Spaijoska

- Custodian
- 21 Years of Service

Administration

Replacements	Location	Name	Salary	Effective Date
Special Services Coordinator	District Office	Kimberly Cavazos (N)	\$80,000	August 4, 2021

Resignations	Location	Name	Salary/Reason	Effective Date
Director of Curriculum	District Office	Kimberly Burks	\$93,106.14/Voluntary	August 13, 2021

Certified

New Position	Location	Name	Salary	Effective Date
Teacher/Special Education	Marlowe	Jason Watt	B0/E \$49,336.00	August 16, 2021
Teacher/Special Education	Martin	AnnMarie Pranjic	B0/A \$42,994.00	August 16, 2021
Teacher/Second Grade	Chesak	Jessica Kane	M0/E \$53,534.00	August 16, 2021

Replacements	Location	Name	Salary	Effective Date
Teacher/Special Education	ECC	Alla Obabko (N)	M24/J \$66,150.00	August 16, 2021
Teacher/Special Education	Conley	Stephanie Martin (N)	M12/J \$64,853.00	August 16, 2021
Teacher/Fourth Grade	Conley	Kylie Schultz (N)	B0/A \$42,994.00	August 16, 2021
Social Worker	Conley & Mackeben	Nichol Speciale (N)	M0/J \$63,581.00	August 16, 2021
Teacher/Music	Conley & Leggee	Kennedy Vilt (N)	B0/D \$47,668.00	August 16, 2021
Teacher/2 nd Grade Dual Language	Leggee	Rolando Torres (N)	M45/J \$68,823.00	August 16, 2021
Teacher/Fifth Grade	Martin	Colleen Kaveney (N)	B0/A \$42,994.00	August 16, 2021
Instructional Coach	Martin	Stacy O'Keefe (N)	M0/E \$53,534.00	August 16, 2021

(N) = New Staff

(T) = Transfer of existing

**Huntley Community School District 158 – Board of Education
Personnel Report
August 19, 2021**

Teacher/Special Education	Martin	Laura Winterton (N)	M12/K \$67,123.00	August 16, 2021
Teacher/Literacy	Heineman	Suzanne Osterheld (N)	B0/B \$44,498.00	August 16, 2021
Teacher/Choir	Marlowe	Olivia Barnech (N)	B0/E \$49,336.00	August 16, 2021
Job Developer/Transition Facilitator	Marlowe & High School	Julie Jensen (N)	M0/J \$41,113.80	August 16, 2021
Teacher/Math	High School	Danielle Stewart (N)	B0/A \$42,994.00	August 16, 2021
Teacher/Business	High School	Jason Cooper (N)	B0/A \$42,994.00	August 16, 2021
Teacher/Science	High School	Robert Adamczyk (N)	M0/A \$46,652.00	August 16, 2021
Teacher/Spanish	High School & Marlowe	Eduardo Escatel (N)	B0/D \$47,668.00	August 16, 2021

Change in Assignment, Status or Position	Location	Name	Salary	Effective Date
Teacher on Special Assignment	Conley, Mackeben, Chesak, Martin, Leggee, District Office	Monique Belin (T)	M24/H \$61,752.00	August 16, 2021
Instructional Coach	Conley	Mary Price (T)	M24/M \$73,342.00	August 16, 2021
Teacher/Special Education	Chesak	Maggie Hoffman (T)	M0/F \$55,407.00	August 16, 2021
Teacher/Special Education	ECC	Erika Dixon (T)	B12/A \$43,853.00	August 16, 2021

Resignations	Location	Name	Salary/Reason	Effective Date
Teacher/2 nd Grade Dual Language	Leggee	Maria Guzman-Alarcon	\$40,306.00/Voluntary	June 1, 2021
Teacher/Special Education	Leggee	Abby Groh	\$41,717.00/Voluntary	June 1, 2021
Social Worker	Conley & Mackeben	Angela McMahan	\$69,117.00/Voluntary	Never Started
Teacher/Music	Martin	Dan Beetstra	\$51,281.00/Voluntary	June 1, 2021
Teacher/Special Education	Marlowe	Robert Quick	\$40,306.00/Voluntary	Never Started
Teacher/Language Arts	Heineman	Deidra Cravens	\$82,048.39/Voluntary	June 1, 2021
Instructional Coach	High School	Lisa Tankov	\$50,163.30/Voluntary	June 1, 2021
Teacher/Math	High School	Mary Fulling	\$47,871.00/Voluntary	June 1, 2021
Teacher/Science	High School	Frank Gurgone	\$61,224.00/Voluntary	June 1, 2021

**Huntley Community School District 158 – Board of Education
Personnel Report
August 19, 2021**

HEA Retirement Incentive

Resignations	Location	Name	Effective Date: Last Day of School
Teacher/Foods	High School	Lorelle Pyan	2022-2023 School Year
Teacher/First Grade	Leggee	Wendy Deichman	2024-2025 School Year
Teacher/Third Grade	Martin	Marina Allen	2024-2025 School Year
RtI Interventionist	Martin	Diane Neumann	2024-2025 School Year
Teacher/Special Education	Mackeben	Martha Johnson-Neie	2024-2025 School Year
Teacher/Special Education	Mackeben	Shelly Montello	2024-2025 School Year
Teacher/Kindergarten	Mackeben	Tracey Schwartz	2024-2025 School Year
Nurse	Conley	Dawn Ruffatti	2024-2025 School Year
Teacher/Math	High School	Brendan Dowling	2024-2025 School Year
Teacher/Spanish	High School	Laura Shallcross	2024-2025 School Year

Educational Support

New Position	Location	Name	Salary	Effective Date
1:1 Building RN	Chesak	Jenny Capozziello (N)	\$25.00 per hour	August 16, 2021

Replacements	Location	Name	Salary	Effective Date
Bus Driver	Transportation	Suellen Byrd (N)	\$18.59 per hour	August 17, 2021
1:1 Aide	ECC	Christina Davis (N)	\$13.87 per hour	August 16, 2021
Cook	Heineman	Laura Sullivan (N)	\$12.62 per hour	August 16, 2021
Cook	Mackeben	Caitlin Heide (N)	\$12.62 per hour	August 16, 2021
Bilingual Aide	Mackeben & Conley	Julia Stelzner (N)	\$14.00 per hour	August 16, 2021
Elementary Supervisor	Chesak	Karen Finkel (N)	\$11.00 per hour	August 16, 2021
Elementary Supervisor	Conley	Nicolette Savona (N)	\$11.00 per hour	August 16, 2021
Elementary Supervisor	Leggee	Leslie Reining (N)	\$11.00 per hour	August 16, 2021
RtI Aide	Leggee	Laura Laughlin (N)	\$15.00 per hour	August 16, 2021

**Huntley Community School District 158 – Board of Education
Personnel Report
August 19, 2021**

Nurse	Marlowe	Jennifer Farr (N)	\$27.00 per hour	August 16, 2021
Job Coach	Marlowe	Gina Norton (N)	\$15.00 per hour	August 16, 2021
Campus Supervisor	High School	Angela Masi (N)	\$13.57 per hour	August 10, 2021
Campus Supervisor	High School	Michael Brady (N)	\$16.00 per hour	August 16, 2021
Campus Supervisor	High School	Lisa Rainey (N)	\$13.57 per hour	August 16, 2021
Program Aide	High School	Bonnie Leffler (N)	\$15.25 per hour	August 16, 2021

Change in Assignment, Status or Position	Location	Name	Salary	Effective Date
1:1 Aide	ECC	Meg Coppedge (T)	\$15.75 per hour	August 16, 2021
Secretary/10 Month	Leggee	Brittany Merkau (T)	\$14.80 per hour	August 9, 2021

Resignations	Location	Name	Salary/Reason	Effective Date
Bus Aide	Transportation	James Ring	\$12.61 per hour/Retirement	June 1, 2021
Bus Driver	Transportation	Gertrude Brinkmann	\$19.24 per hour/Voluntary	June 1, 2021
Bus Driver	Transportation	Ernie Abruzzo	\$18.60 per hour/Voluntary	June 1, 2021
Secretary/10 Month	Leggee	Kristine Williams	\$13.64 per hour/Voluntary	June 8, 2021
Program Aide	Leggee	Sharon Peckham	\$18.55 per hour/Retirement	June 1, 2021
RtI Aide	Conley	Carla Wasniewski	\$14.49 per hour/Voluntary	June 1, 2021
Elementary Supervisor	Conley	Tamara Ali	\$11.38 per hour/Voluntary	June 1, 2021
Elementary Supervisor	Conley	Janet Peterson	\$11.38 per hour/Voluntary	June 1, 2021
Elementary Supervisor	Mackeben	Melissa Reynoso De La Paz	\$11.38 per hour/Voluntary	June 1, 2021
Custodian	Martin	Sanije Spaijoska	\$21.53 per hour/Retirement	November 30, 2021
1:1 Aide	Martin	Beth Flannery	\$14.80 per hour/Voluntary	June 1, 2021
Job Coach	Marlowe	Christine Mikolas	\$17.67 per hour/Voluntary	June 30, 2021
Cook	Marlowe	Bozena Gebka	\$15.64 per hour/Voluntary	June 1, 2021
Campus Supervisor	High School	Crystal Moreno	\$13.56 per hour/Voluntary	May 28, 2021
Campus Supervisor	High School	Lisa Koenen	\$17.24 per hour/Voluntary	June 1, 2021

**Huntley Community School District 158 – Board of Education
Personnel Report
August 19, 2021**

1:1 Aide	High School	Laura Helstrom	\$13.27 per hour/Voluntary	June 1, 2021
1:1 Aide	High School	Sally Junaid	\$13.86 per hour/Voluntary	June 1, 2021
1:1 Aide	High School	Katlyn Linak	\$13.86 per hour/Voluntary	June 1, 2021

Extra-Curricular

Sport/Activity	Name	Home School	Amount	Effective
Cheerleading/Fall - Asst Coach Asst JV	Miranda Hansen	Out of District	\$3,355.00	2021-22 School Year
Volleyball (Asst.)	Lisa Dwyer	Out of District	\$6,464.00	2021-22 School Year
Volleyball (Asst.)	Holly Hedman	Out of District	\$4,028.00	2021-22 School Year
Child Find Team Leader	Jean Sunderlage	ECC	\$4,000.00	2021-22 School Year
Social Workers Team Leader	Sara Brugioni	Marlowe	\$3,000.00	2021-22 School Year
6th Grade Team Leader (6-1)	Nicole Busam	Heineman	\$3,048.00	2021-22 School Year
6th Grade Team Leader (6-2)	Denise Conlon	Heineman	\$3,048.00	2021-22 School Year
7th Grade Team Leader (7-1)	Jill Lamb	Heineman	\$3,048.00	2021-22 School Year
7th Grade Team Leader (7-2)	Tammy Carpenter	Heineman	\$3,048.00	2021-22 School Year
8th Grade Team Leader (8-1) - .5	Todd Ary	Heineman	\$1,524.00	2021-22 School Year
8th Grade Team Leader (8-1) - .5	Katy McCrystal	Heineman	\$1,524.00	2021-22 School Year
8th Grade Team Leader (8-2) - .5	Karen Fuesz	Heineman	\$1,524.00	2021-22 School Year
8th Grade Team Leader (8-2) - .5	Jeremy Stabrawa	Heineman	\$1,524.00	2021-22 School Year
Exploratory Team Leader	Rob Baser	Heineman	\$3,048.00	2021-22 School Year
Guidance Team Leader	Paul Nordan	Heineman	\$3,048.00	2021-22 School Year
P.E./Health Team Leader	Heather Frederick	Heineman	\$3,048.00	2021-22 School Year
Special Ed Team Leader	Amanda Lemke	Heineman	\$3,048.00	2021-22 School Year
6th Grade Team Leader 6-1	Melissa Ratkowski	Marlowe	\$3,048.00	2021-22 School Year
6th Grade Team Leader 6-2	Tricia Baltzersen	Marlowe	\$3,048.00	2021-22 School Year
6th Grade Team Leader 6-3	Chris Danner	Marlowe	\$3,048.00	2021-22 School Year

**Huntley Community School District 158 – Board of Education
Personnel Report
August 19, 2021**

7th Grade Team Leader 7-1	Stephanie Johnson	Marlowe	\$3,048.00	2021-22 School Year
7th Grade Team Leader 7-2	Suzanne Starnes	Marlowe	\$3,048.00	2021-22 School Year
7th Grade Team Leader 7-3 – .5	Sarah Haney	Marlowe	\$1,524.00	2021-22 School Year
7th Grade Team Leader 7-3 – .5	Ann Mowers	Marlowe	\$1,524.00	2021-22 School Year
8th Grade Team Leader 8-1	John Hanfland	Marlowe	\$3,048.00	2021-22 School Year
8th Grade Team Leader 8-2	Sara Ross	Marlowe	\$3,048.00	2021-22 School Year
8th Grade Team Leader 8-3 – .5	Jeralynn Gosser	Marlowe	\$1,524.00	2021-22 School Year
8th Grade Team Leader 8-3 – .5	Shari Smith	Marlowe	\$1,524.00	2021-22 School Year
Exploratory Team Leader – .5	Elaine Lorinczi	Marlowe	\$1,524.00	2021-22 School Year
Exploratory Team Leader – .5	Jessica Schmuhl	Marlowe	\$1,524.00	2021-22 School Year
Guidance Team Leader	Tammy Schuring	Marlowe	\$3,048.00	2021-22 School Year
P.E. Team Leader – .5	Ryan Frederick	Marlowe	\$1,524.00	2021-22 School Year
P.E. Team Leader – .5	Chris Heward	Marlowe	\$1,524.00	2021-22 School Year
Special Ed Team Leader	Erin Pawelko	Marlowe	\$3,048.00	2021-22 School Year
Nurse Team Leader	Donna Kunz	High School	\$3,000.00	2021-22 School Year

Mandated Leaves

Type	Location	Number of Staff
FMLA	Chesak	1
FMLA	Conley	1
FMLA	Leggee	2
FMLA	Marlowe	2
FMLA	High School	1
FMLA - Intermittent	High School	1

Non-Mandated Leaves

Type	Location	Number of Staff
Medical	Heineman	1

Huntley Community School District 158
Job Description: **ELEMENTARY SPECIALS TEAM LEADER**

Job Title: Elementary Specials Team Leader
Department: Elementary Buildings
Reports To: Elementary Administration
Prepared By: H.R.
Prepared Date: August, 2021
Approved By: Board of Education
Approved Date: August 19, 2021

Essential Duties and Responsibilities include the following; other duties may be assigned:

- Being a liaison between the curriculum department and teachers to ensure needs are communicated
- Providing Professional Learning to other teachers (mentoring, sharing ideas, strategies)
- Planning and facilitating institute days
- Ensuring rostering of students in special programs
- Working with teachers on schedules
- Assisting in the planning of any curriculum reviews
- Ensure delivery of curriculum and any related materials to new staff
- Work with MS and HS to create and distribute a district performance calendar/calendar of events
- Facilitates communication of school/community events with parents

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education, Experience, and/or Endorsements:
Successful teaching and leadership experience.

Licenses/Endorsements: Appropriate and valid Professional Educator License

Language Skills: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write basic correspondence. Ability to effectively present information in one-on-one and small group situations to parents and employees of the district. Ability to speak effectively before groups of employees of organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent. Ability to develop and interpret mathematical data in graphs or other visual displays.

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills: To perform this job successfully, an individual should have:

- Ability to access, organize, and manipulate information using standard office applications, especially Google products
- Strong written communication skills using word processing, email and other modern tools
- Comfortability in an online-oriented, highly connected work environment

Huntley Community School District 158
Job Description: **ELEMENTARY SPECIALS TEAM LEADER**

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and color vision.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

Employee Signature

Date

Hiring Supervisor Signature

Date

Huntley Community School District 158
Job Description: **ELEMENTARY GRADE LEVEL TEAM LEADER**

Job Title: Elementary Grade Level Team Leader
Department: Elementary Buildings
Reports To: Elementary Administration
Prepared By: H.R.
Prepared Date: August, 2021
Approved By: Board of Education
Approved Date: August 19, 2021

Essential Duties and Responsibilities include the following; other duties may be assigned:

- Being a liaison between the building administration, curriculum department, and teachers to ensure needs are communicated
- Facilitating and Preparing Materials for Whole Grade Level meetings
- Organizing field trips, assemblies, and guest speakers (ex: Lead the Way, Robert Crown, etc)
- Ensure ordering, organization and delivery of curriculum and any related materials physical or electronic to staff
- Member of PAC or SIP committees and attend meetings
- Liaison to PTO and attend meetings as requested
- Assists with the development and updates of any necessary communication between the team and students, parents, and/or community
- Maintains notes/records for the successful operation of the team
- Leads team level PLCs which discuss data and building/district initiatives as well as team goals
- Serves as a representative on building and/or district level committees as requested by the building principal
- Assist with reviewing class sorts

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education, Experience, and/or Endorsements:
Successful teaching and leadership experience.

Licenses/Endorsements: Appropriate and valid Professional Educator License

Language Skills: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write basic correspondence. Ability to effectively present information in one-on-one and small group situations to parents and employees of the district. Ability to speak effectively before groups of employees of organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent. Ability to develop and interpret mathematical data in graphs or other visual displays.

Reasoning Ability: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills: To perform this job successfully, an individual should have:

Huntley Community School District 158

Job Description: ELEMENTARY GRADE LEVEL TEAM LEADER

- Ability to access, organize, and manipulate information using standard office applications, especially Google products
- Strong written communication skills using word processing, email and other modern tools
- Comfortability in an online-oriented, highly connected work environment

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision and color vision.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

Employee Signature

Date

Hiring Supervisor Signature

Date



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 19, 2021

Subject: **Payables Reports**
Board of Education Meeting, August 19, 2021
Finance Committee

The Administration is seeking to move the following reports forward for action at the next Board Meeting. All of the reports below were presented at the August 5, 2021 Committee of the Whole Meeting.

Purchase Orders - Purchase orders issued from July 12, 2021 to July 30, 2021 for which Administration is requesting Board Approval to issue payment once invoices have been received. Invoices which exceed an approved Purchase Order by \$100 or 10% of the Purchase Order (whichever is lower) will not be issued without additional Board approval. Purchase orders total \$462,921.67.

Accounts Payable - Open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.). Accounts payable total \$708.33.

Imprest Checks Issued - Payments made through July 30, 2021 for which the Board had not previously approved purchase orders. Imprest checks total \$69,698.53.

Disbursements Issued - Disbursements issued from July 12, 2021 to July 30, 2021. Disbursements issued total \$2,762,629.13.

RECOMMENDATION

The Finance Committee, which met on August 5, 2021, recommends the Board of Education approve the above referenced Payables at the August 19, 2021 Regular Board meeting.



Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: August 19, 2021

To: Board of Education

From: Dr. Amy MacCrindle, Assistant Superintendent for Elementary Learning and Innovation and Dr. Erika Schlichter, Assistant Superintendent for Secondary Learning and Innovation

Cc: Dr. Scott Rowe, Superintendent

Subject: **Contract with Mathematics Institute of Wisconsin**

Executive Summary

During the summer of 2021, District 158 developed a partnership with the Mathematics Institute of Wisconsin, a consulting group which provides high quality professional development opportunities designed to deepen understanding of critical math concepts and effective teaching strategies. The 2021-2022 school year includes a K-12 Mathematics review, and based on the time spent with teachers, coaches, admin and the consulting group this summer, we are proposing to continue this partnership throughout the 2021-2022 school year.

Administration is recommending entering into a contract with the Mathematics Institute of Wisconsin providing 8 days of work with the Instructional Coaches with Building Administration joining in for some of those days and 16 days of work with the K-12 math core team. As District 158 continues with the Math Review, the Mathematics Institute of Wisconsin will provide valuable support and resources to ensure successful outcomes.

Details of the agreement are provided in the attached contract and statement of work. The total cost of the contract is \$60,000. These funds have been allocated fully from the District's Title 2 federal grant allocation. Grant funds will cover all costs for this work, with no financial impact to District 158 local funds.

Recommendation

Administration and the Curriculum and Instruction Committee recommend approval of the contract with the Math Institute of Wisconsin as presented.



Consulting Agreement for Professional Development Services between the Huntley Community School District 158 and the Mathematics Institute of Wisconsin

Huntley Community School District 158 agrees to pay for professional development services provided by the Mathematics Institute of Wisconsin as described below.

Section 1. Duties and Responsibilities

The Mathematics Institute of Wisconsin agrees to the following:

1. The Mathematics Institute of Wisconsin will provide professional development for the Huntley Community School District 158 on the following date(s):

- a. September 8, 2021 (full day - 1 Mathematics Specialist)
- b. September 9, 2021 (full day - 2 Mathematics Specialists)
- c. October 7, 2021 (full day - 1 Mathematics Specialist)
- d. October 13, 2021 (full day - 2 Mathematics Specialists)
- e. November 11, 2021 (full day - 1 Mathematics Specialist - VIRTUAL)
- f. November 17, 2021 (full day - 2 Mathematics Specialists)
- g. December 3, 2021 (full day - 1 Mathematics Specialist - VIRTUAL)
- h. December 16, 2021 (full day - 2 Mathematics Specialists)
- i. January 13, 2022 (full day - 2 Mathematics Specialists)
- j. January 27, 2022 (full day - 1 Mathematics Specialist)
- k. February 9, 2022 (full day - 2 Mathematics Specialists)
- l. February 10, 2022 (full day - 1 Mathematics Specialist)
- m. March 2, 2022 (full day - 2 Mathematics Specialists)
- n. March 3, 2022 (full day - 1 Mathematics Specialist)
- o. April 7, 2022 (full day - 1 Mathematics Specialist)
- p. April 13, 2022 (full day - 2 Mathematics Specialists)

Dates will be held for 1 week following the delivery of this contract.

2. The Mathematics Institute of Wisconsin will provide the presentation materials needed for the scheduled professional development.
3. The Mathematics Institute of Wisconsin will work closely with Amy MacCrindle to identify the appropriate topics for the scheduled professional development.

Huntley Community School District 158 agrees to the following:

1. Huntley Community School District 158 will confirm the desired professional development topic 30 days prior to the scheduled professional development.
2. Huntley Community School District 158 will provide the location and room setup for the scheduled professional development.
3. Huntley Community School District 158 will provide an expected participant count by grade taught 30 days prior to the scheduled professional development.

4. Huntley Community School District 158 will provide a whiteboard and/or chart paper, markers, and post-it notes for the scheduled professional development.
5. Huntley Community School District 158 will work cooperatively and collaboratively with the Mathematics Institute of Wisconsin in an effort to promote a quality professional development experience for all participants.
6. Huntley Community School District 158 agrees to distribute the Mathematics Institute of Wisconsin follow-up survey to all participants.

Section 2. Planning

The Mathematics Institute of Wisconsin will provide 2 planning calls, for a total of up to 90 minutes, for each non-consecutive professional development day scheduled. Huntley Community School District 158 may request additional planning calls at a rate of \$200 per hour.

Section 3. Duration

The Mathematics Institute of Wisconsin defines a **full day as 6 hours** of professional development content and a **half day as 3 hours** of professional development content. Huntley Community School District 158 agrees to follow this format unless other arrangements have been agreed upon.

Section 4. Capacity

The Mathematics Institute of Wisconsin will provide professional development for **up to 40 people**. Each group of people (1-40) beyond the first 40 people is considered a "**large group addition**". Huntley Community School District 158 agrees to pay a large group materials fee of \$250 for each large group addition beyond the first 40 people.

Section 5. Compensation

Huntley Community School District 158 agrees to pay the Mathematics Institute of Wisconsin \$2,500/day per facilitator for a total of **\$60,000 + expenses** including mileage, hotel, and meals.

Huntley Community School District 158 agrees to pay a **deposit of 50%** of the total compensation amount listed above minus initial deposit of \$16,250 within ten (10) days of the signing of this agreement.

An invoice for the final balance plus expenses will be sent to Huntley Community School District 158 for reimbursement at the conclusion of all scheduled professional development days.

Section 6. Cancellation

Huntley Community School District 158 may choose to cancel the scheduled professional development for any reason. There will be a \$500 cancellation fee for cancellations occurring at least 30 days in advance of the event. Cancellations occurring within 30 days of the scheduled event will have a cancellation fee that is equal to the full cost of the scheduled professional development.

In the event of school closings or inclement weather Huntley Community School District 158 may reschedule the professional development at no charge.

In the event of a pandemic or other health crisis the Mathematics Institute of Wisconsin will

follow Wisconsin Department of Health and CDC guidelines. The Mathematics Institute of Wisconsin reserves the right to postpone or cancel in-person professional development if it is deemed necessary to protect the health and safety of Mathematics Institute of Wisconsin staff. If this occurs, the Huntley Community School District 158 may reschedule or cancel the professional development at no charge.

Section 7. Terms

The terms of this agreement will be in place until the scheduled professional development is completed and compensation is received.

Authorized District Agent

I agree to the terms and conditions of this contract.

First Name _____

Last Name _____

Select Date

Signature

Mathematics Institute of Wisconsin

I agree to the terms and conditions of this contract.

First Name _____

Last Name _____

Signature



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

DATE: August 19, 2021
TO: Board of Education and Administration
FROM: Doug Renkosik, Director of Operations and Maintenance
RE: Change Order No. 1 to Roof System Replacement Bid # 2021-68 (A)
Board of Education Meeting August 19, 2021
Action Item

Background:

At the August 5, 2020 Building and Grounds Committee meeting of the Board of Education, the Board of Education reviewed the FY21 Life Cycle report and FY21 O&M Deferred Maintenance project list. Included in that list was replacement of a portion of the flat, ballasted EPDM roof system at Huntley High School.

Bid Specifications for these projects were published on November 3, 2020.

Bids were opened for this project in December 8, 2020.

The Board of Education approved the award of the bid to Riddiford Roofing at their January 21, 2021 Regular Meeting.

As of the writing of this memo, the following warranted additional scope of work items were discovered:

- Wet insulation was discovered in several areas of the roof systems which were replaced after inventoried by a D158 representative and a Riddiford Roofing to assure the systems were promptly made weathertight.
- A 5,000 square foot area over the C2000 rooms was found to have electrical conduit positioned under the metal deck in such locations that the specified mechanical fastening of the existing roof insulation could not be done. The existing insulation had to be removed and reinstalled with a urethane foam adhesive system.

Attached is a proposed change order and breakdown sheet which summarized these expenses and the related change to the contract value.

Recommendation:

The Building Committee met on August 5, 2021 and recommends the Board of Education approve Change Order No. 1 to Riddiford Roofing in the deductive amount of \$ 17,048.00 as attached at the August 5, 2021 Board Meeting.

DR/jk

Change Order cost items tracking

Huntley High School roof restoration project

Riddiford Roofing

last edit 7/24/2021

Category	subtotal to date
replacement 3" insulation board	\$ 160.00
replacement 2" insulation board	\$ 128.00
replacement 1.5" insulation board	\$ 8,112.00
replacement tampered insulation board	\$ 3,648.00
reset insulation over conduit area F	\$ 5,000.00
Total Cost tracked to date	\$ 17,048.00

Insulation Board type	unit cost \$psf
3" insulation board	\$ 5.00
2" insulation board	\$ 4.00
1.5" insulation board	\$ 3.00
tapered insul. Brd.	\$ 6.00

see July 20, 2021 Riddiford letter

date	Qty	replacement 3" insulation board	subtotal \$ at unit price - psf	Qty	replacement 2" insulation board	subtotal \$ at unit price - psf	Qty	replacement 1.5" insu	subtotal \$ at unit price - psf	Qty	replacement tampered in	subtotal \$ at unit price - psf
		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -
6/17/2021		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -	9	sheet 4' x 8'	\$ 864.00		sheet 4' x 8'	\$ -
6/16/2021		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -	60	sheet 4' x 8'	\$ 5,760.00	14	sheet 4' x 8'	\$ 2,688.00
7/13/2021	1	sheet 4' x 8'	\$ 160.00		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -
7/16/2021		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -	15	sheet 4' x 4'	\$ 720.00		sheet 4' x 8'	\$ -
7/17/2021		sheet 4' x 4'	\$ -	2	sheet 4' x 4'	\$ 128.00	2	sheet 4' x 4'	\$ 96.00	4	sheet 4' x 4'	\$ 384.00
7/20/2021		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -	7	sheet 4' x 8'	\$ 672.00	6	sheet 4' x 4'	\$ 576.00
		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -		sheet 4' x 8'	\$ -
subtotals			\$ 160.00			\$ 128.00			\$ 8,112.00			\$ 3,648.00



July 20th, 2021

Mr. Doug Renkosik
Huntley Community School District 158
650 Dr. John Burkey Drive
Algonquin, IL 60102

Re: Huntley HS Bid #2021-68 (c.o. resetting insulation Areas G&F)

Dear Mr. Renkosik:

Due to the location of conduit under the existing steel deck, we will remove existing insulation, and reset in low rise foam adhesive at designated areas.

Labor: 32mh @ \$135/mh: \$4,320.00
Materials: \$680.00

Total Cost: \$5,000.00

Please let me know if you require anything further.

Sincerely,

A handwritten signature in black ink, appearing to read "J. G. Riddiford", is written over a circular stamp or seal. The signature is fluid and cursive.

Joseph G. Riddiford
Vice President



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 19, 2021

Subject: **FY22 Budget Display Draft & 5 Year Plan - Summary Memorandum**
Board of Education Meeting, August 19, 2021

Administration is pleased to present the Display Draft of the FY22 Budget. Over the last several weeks, much new information has been learned and as a result materially changed the FY22 Budget. This draft, versus Draft II, reflects changes as a result of collective bargaining, additional needs associated with learning loss, a new curriculum adoption as well as a few material adjustments to expenditures. Please note, there are still some future adjustments, see separate section below. In addition, the forecast years of FY22-FY26 are presented.

During the past month, the Board of Education finalized the HEA Collective Bargaining Agreement, as well as made financial decisions regarding the FY21 operating surplus. These material financial decisions have had a material impact of this draft of the budget.

Please note, the majority of this memo remains unchanged from the last Board presentation, as it continues to include assumptions, financial implications of COVID, continued unknowns and risks, additional adjustments and the budget timeline. Draft I of the FY22 Budget was presented at the March Board Meeting. That draft represented where we left off last year and included material modifications to property taxes, salaries, capital projects and financial implications related to the COVID-19 crisis that materially impact the District's financial position. **Draft II was presented in July, and included ESSER II and EBF Revenues approximating \$1.4M as well as a reduction in Capital Projects of (\$1.5M).**

After a year of uncertainty, yet focus and commitment to our students, we are presenting the Display Draft of the FY22 Budget as well as a look at the District's 5 Year Plan. **Unfortunately, because of the continued pandemic, uncertainty continues as there will be future financial implications materially impacting the District's financial position.**

The assumptions made within this plan reflect assumptions of most approximating today's economy.

For your review, outlined below is a summary of the FY22 Budget Display Draft and 5 Year Plan as well as several attachments that will help guide you through the document.

The following documents supporting the District's FY22 Budget Display Draft & 5 Year Plan are as follows:

- I. Continued Financial Implications of COVID-19

- II. Material Modification from the FY22 Budget Draft II
- III. Budget & 5 Year Plan Assumptions & Summary - Below
- IV. The FY22 Budget Display Draft & 5 Year Plan by Fund – This document includes Aggregate Operating Projections for the Operating Funds and summaries of each fund as well as Charts and Graphs providing a visual perspective of the FY22 Budget.

I. Financial Implications of COVID-19

Over the past year, the District has faced many challenges of COVID-19. The District continues in all of its efforts to move forward in its mission of All Students Always! That said, as a result of school closures and the overall economic impact of COVID-19, there are financial implications. Below is the Draft I chart outlining several of these implications and their impact on the FY22 Budget. A few of these items changed for Draft II, i.e. State Revenues.

Financial Implications of COVID-19	
Revenues	2022
Property Taxes	The 2020 Levy was recently adopted by the Board. CPI for the 2021 will be 1.4%. The reduction in CPI, arguably, as a result of the pandemic, will result in an approximate (\$400k) annualized decrease in Property Tax Revenue (from an estimated 2% CPI to that of 1.4%). The impact to FY22 is approximately half of that amount at (\$200k).
Rental Fees	Up to this point, most rentals have been cancelled, resulting in a significant decrease to this budget line item. For FY22, as of now, we are hoping and anticipating that rentals will resume. As such, trended Rental Revenue of \$240k per year is included in the FY22 Budget.
Food Services	During the current fiscal year, Food Services Revenues and related expenses are down significantly. For FY22, as evidenced by our current return to school, we are budgeting this line item as trended (revenues and expenses), approximating \$2.5M per year.
Interest Revenue	As a result of the pandemic and the down economy, interest rates have plummeted. As a result, our Interest Earnings have been significantly impacted. Interest revenues are as follows for the previous years. FY19 \$1.16M, FY20 \$918k, FY21 budgeted at \$350k, but trending significantly lower. As a result of the current rate environment, FY22 Interest earnings are budgeted at \$50k.
State Funding	The Governor gave his budget address indicating a desire to keep education revenues flat. As a result, State Revenues have been reduced (\$675k) (the EBF tiered portion) with the FY22 Budget.
CPPRT	Based on reduced earnings, impact expected, but not yet determined. This most likely to impact the District in FY22. The current estimated FY22 Impact is an approximate 25% reduction or (\$109k).
National School Lunch	As a result of the extension of the Summer Feeding Program, National School Lunch Revenues are trending favorably in the FY21 Budget. In FY22, we expect this line item to normalize with some favorability as those eligible for Free & Reduced will be higher than previous years. As such, this line item is budgeted at approximately \$850k per year.

Financial Implications of COVID-19	
Expenses	2022
Health Insurance	Yet to be determined - This line items reflects an estimated 5% increase over the FY21 Budget.
Contract Custodial	With increased cleaning and disinfecting needs, contract custodial and related supplies are expected to increase by approximately \$475k to \$2.3M.

In addition, please note that with the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the District received two allocations under Title I, Part A of the Elementary and Secondary Education Act (ESSER) of approximately \$183k and \$720k. The first round of ESSER funding of \$183k has been included in the FY21 Budget. The ESSER funding of \$720k, has been added here to the FY22 Budget, supporting learning loss initiatives as well as increased costs associated with COVID. ***In addition, a third round of funding has become available as well. As part of the American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER III) Fund Act of 2021, the District has been allocated \$1.617M. These funds will be utilized in FY23 and FY24, as these funds are available for obligation through September 30, 2023.***

II. Material Modifications from Draft I of the FY22 Budget

The Chart below outlines the material modifications from Draft II of the FY22 Budget.

	Fav(Unfav)	
Reduced Registration Fees	(700,000)	Board approved 50% reduction in SY22 Registration Fees
Finalized LY20 New Construction impact	125,000	Final New Construction entered into the financial model
Net Increase TRS	(500,000)	Increase in TRS as part of Collective Bargaining
ESSER II Grant Needs (Tier I-III Needs)	(320,000)	This expense agrees to the ESSER II Grant filing request
Increased Curriculum Math Adoption	(250,000)	Additional resources needed for this year's curriculum adoption
Lowered Snow Removal Est to Trended Average	40,000	
Adjusted Various Salary Line Items to Budget	106,000	
Finalized Various O&M Costs, Custodial & Supplies	250,000	

Material modifications are noted below.

The HEA Collective Bargaining Agreement increased the amount of Board Paid TRS by an additional 1.25%. This has been reflected in this new draft. After truing up TRS versus budget, this year's impact of this is increase approximates \$500k.

III. Budget Assumptions & Summary

As with prior years, the FY22 Budget Display Draft continues to reflect the strategic plan of the District. This Budget Draft includes funds to cover the replacement of Chromebooks, additional resources as a result of increased needs in Curriculum and Special Education, ongoing maintenance projects in line with the District's Deferred Maintenance Plan as well as technology infrastructure upgrades and replacement.

The FY22 Budget Display Draft reflects the following material assumptions:

Revenue Assumptions

- ✓ CPI is locked for the 2021 Levy at 1.4%. Furthermore, New Construction is estimated at \$10M in the out years, with the 2022 Levy estimated at 4% CPI and the remaining years of CPI estimated at 2%.

- ✓ For the FY22 Budget, State funding reflects the annual hold harmless with additional funding under the Evidence Based Funding Model (EBF). In the forecast years, additional Tier II EBF funding is estimated at \$675k per year.
- ✓ State Categorical Funding remains relatively flat with the FY21 Budget, with the District budgeting the receipt of all four payments and continuing this trend through the forecast years.

Expenditure Assumptions

- ✓ *Salaries reflect the District's collective bargaining agreements and remain flat throughout the forecast years not under agreement.*
- ✓ For FY22 and throughout the forecast years, Health Insurance is budgeted at a 5% increase.
- ✓ Property & Liability and Workers Compensation Insurance is budgeted to increase 5% for FY22 and throughout the forecast years.
- ✓ Technology Equipment and Curriculum Materials and Adoptions reflect last year's 5 Year Plan amounts and remain flat throughout the forecast years.
- ✓ Capital Expenditures for Operations and Maintenance are budgeted at \$2.0M. This line item was reduced in an effort to balance the FY22 Budget, see below. Large capital projects expected for FY22 primarily include new roofing systems at Huntley High School, asphalt repair and replacement at Marlowe Middle School and carpet replacement.

The current FY22 Budget Display Draft reflects an Operating Deficit of approximately (\$492k). Please note, additional risks and challenges remain. Please see below.

A summary of the operating results follows. Please note that for comparative purposes, presented are the FY20 Actuals, the FY21 Budget as well as the current FY22 Budget Drafts.

	FY20 Actuals	FY21 Budget	FY22 Budget Draft I	FY22 Budget Draft II	FY22 Budget Display
Operating Revenues	\$ 107,119,237	\$ 110,889,202	\$ 112,963,040	\$ 114,497,395	\$ 113,917,007
Operating Expenditures	\$ 106,170,164	\$ 110,246,199	\$ 115,188,428	\$ 113,955,665	\$ 114,409,043
Operating Surplus (Deficit)	\$ 949,073	\$ 643,003	\$ (2,225,388)	\$ 541,730	\$ (492,036)
Beginning Fund Balance	\$ 37,226,589	\$ 38,175,662	\$ 38,818,665	\$ 38,818,665	\$ 38,818,666
Ending Fund Balance	\$ 38,175,662	\$38,818,665	\$36,593,277	\$39,360,395	\$ 38,326,630
Reserve for Replacement	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)	\$ (4,099,999)
Unrestricted Fund Balance	\$ 34,075,662	\$ 34,718,665	\$ 32,493,277	\$ 35,260,395	\$ 34,226,631
	32%	31%	29%	31%	30%

As a result of the FY21 operating surplus, as noted above, the District has opted to reduce the FY22 school year Registration Fees. This reduction approximates (\$700k) and has been reflected in this draft. Furthermore, as a result of this, as well as the Transportation Claim, the FY22 Budget will reflect an operating deficit. See the additional adjustments section below.

FY22 Operating Revenues are budgeted to increase approximately \$3.0M driven primarily by an increase in levy dollars of \$2.1M, an increase in State EBF Funding of \$675k, an increase in Federal revenues by approximately \$2.36M (ESSER of \$720k and National School Lunch of \$1.63M) offset by a decrease in Other Local Revenue of (\$2.1M) (\$700k decrease in Registration Fees and a \$1.4M decrease in Food Services Revenues).

Operating Expenditures are budgeted to increase approximately \$4.2M versus the FY21 Budget, primarily driven by the increase in Salaries & Benefits. Please see below:

Salaries and Benefits within the FY22 Budget Draft I increased \$3.72M due to the following:

- ✓ HEA, HESPA and Non-Union salary increases of approximately \$2.4M, reflecting only the 3.5% Step increase.
- ✓ Benefits increased approximately \$1.3M, due to the Health Insurance increase approximating \$503k as well as approximately \$725k in TRS and FICA increases

Purchased Services is budgeted to increase approximately \$190k over the FY21 Budget primarily due to an increase in Contract Custodial of \$300k offset by a decrease in Bus Leases by (\$122k).

Supplies & Materials is budgeted to increase approximately \$240k with the FY21 Budget, primarily driven by the increase in Curriculum Supplies associated with ESSER II funding.

Capital Outlay is budgeted to increase approximately \$180k from the FY21 Budget. Capital projects, approximating \$3.11M include a roofing system replacement at the high school, major asphalt replacement at Marlowe and other needs as outlined in the Deferred Maintenance Plan presented to the Board in August.

Other Objects covers expenses such as Operational Debt, Private Facility, Room & Board, and Out of District Tuition. Other Objects is currently budgeted to decrease by approximately (\$146k) with the FY21 Budget due to a decrease in Operational Debt associated with the CTS Performance Contract, QECB Debt.

As a result, the FY22 Budget Display Draft reflects a current Operating Deficit of approximately (\$492k). Please know that this amount will change as a result of future adjustments. Please see Future Adjustments below.

Continued Unknowns and Risks with the FY22 Budget:

- Special education costs associated with Private Tuition and Room & Board will not be finalized until August when all placements are solidified.
- Health Insurance and the related risks associated with being self-insured are always uncertain.
- The overall health of the economy and the related financial impact (next year's CPI, new construction, etc.)

Future Adjustments

- ✓ The transportation Claim has yet to be finalized as of the date of this Display Draft. Please know that there will be a decrease in the District's Transportation Reimbursement, primarily driven by last year's furlough of Transportation employees, thus increasing the current Operating Deficit.
- ✓ Department Allocations – Once the Budget is near final, each Department will have the opportunity to reclass budgeted expenditures between accounts within their budget based on their estimated need; i.e., supplies, travel, dues & fees, etc.

Budget Timeline

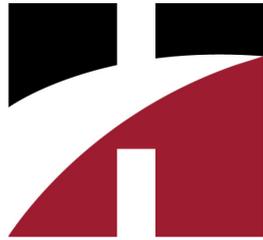
The budget timeline for presenting and submitting a final FY22 Budget in September, 2021 follows:

September – Final Budget adopted by the Board

5 Year Plan

The attached budget document includes 5-Year Plan information for the years FY22-FY26. The Forecast years of FY23-26 are presented with input assumptions for most revenues and Salaries & Benefits of the District. Beyond FY22, material line items from Curriculum, Operations and Maintenance and Technology have been left flat over this forecast period. Please note that these amounts still need to be adjusted to reflect current reality and the needs of each Department. Items such as budget cuts for declining enrollment, the additional funding related to ESSER III and other material factors such as a potential increase in CPI next year have not been factored in yet.

If you have any questions, comments and/or suggestions, please feel free to reach out to me before the upcoming meeting.



HUNTLEY

COMMUNITY SCHOOL DISTRICT **158**

FY22 Budget Display Draft

Presented: August 19, 2021



Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary

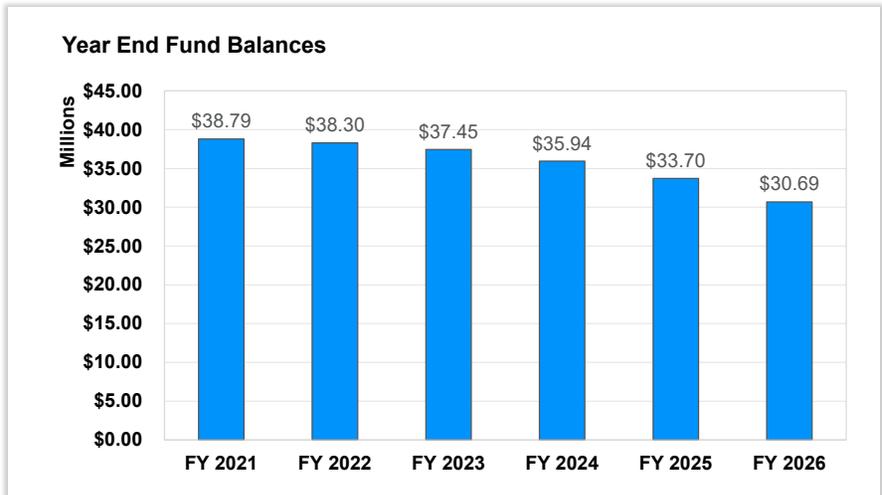
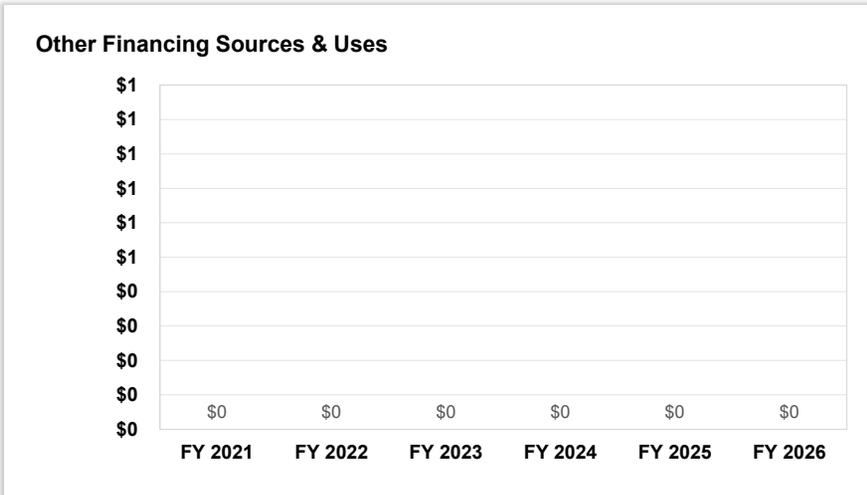
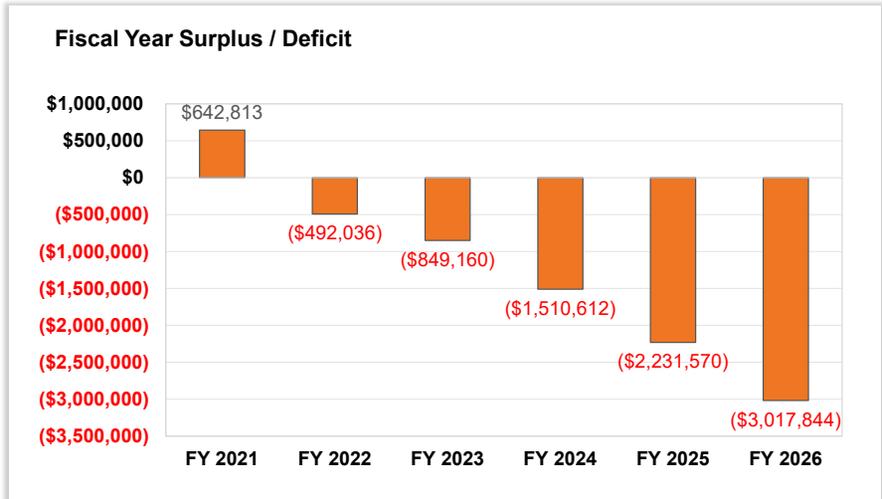
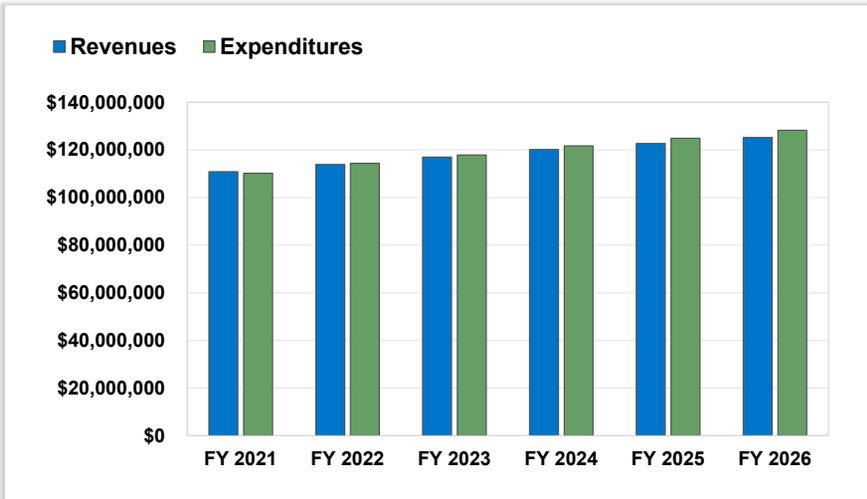
	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
REVENUE											
Local	\$74,959,034	\$74,942,453	-0.02%	\$79,987,005	6.73%	\$82,479,485	3.12%	\$84,289,595	2.19%	\$86,135,905	2.19%
State	\$31,883,063	\$32,558,063	2.12%	\$33,233,063	2.07%	\$33,908,063	2.03%	\$34,583,063	1.99%	\$35,258,063	1.95%
Federal	\$4,046,914	\$6,416,491	58.55%	\$3,796,127	-40.84%	\$3,796,127	0.00%	\$3,796,127	0.00%	\$3,796,127	0.00%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$110,889,011	\$113,917,007	2.73%	\$117,016,195	2.72%	\$120,183,675	2.71%	\$122,668,785	2.07%	\$125,190,095	2.06%
EXPENDITURES											
Salary and Benefit Costs	\$84,801,608	\$88,524,519	4.39%	\$92,319,626	4.29%	\$96,055,829	4.05%	\$99,206,921	3.28%	\$102,414,909	3.23%
Other	\$25,444,590	\$25,884,524	1.73%	\$25,545,730	-1.31%	\$25,638,459	0.36%	\$25,693,434	0.21%	\$25,793,030	0.39%
TOTAL EXPENDITURES	\$110,246,198	\$114,409,043	3.78%	\$117,865,355	3.02%	\$121,694,288	3.25%	\$124,900,355	2.63%	\$128,207,939	2.65%
SURPLUS / DEFICIT	\$642,813	(\$492,036)		(\$849,160)		(\$1,510,612)		(\$2,231,570)		(\$3,017,844)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0									
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$642,813	(\$492,036)		(\$849,160)		(\$1,510,612)		(\$2,231,570)		(\$3,017,844)	
BEGINNING FUND BALANCE	\$38,145,320	\$38,788,133		\$38,296,097		\$37,446,937		\$35,936,324		\$33,704,754	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0									
PROJECTED YEAR END BALANCE	\$38,788,133	\$38,296,097		\$37,446,937		\$35,936,324		\$33,704,754		\$30,686,910	
FUND BALANCE AS % OF EXPENDITURES	35.18%	33.47%		31.77%		29.53%		26.99%		23.94%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	4.22	4.02		3.81		3.54		3.24		2.87	

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Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



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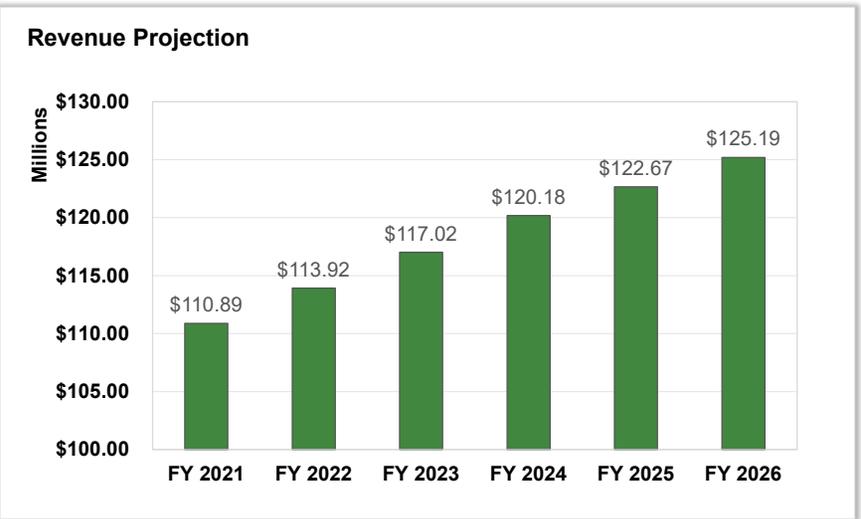
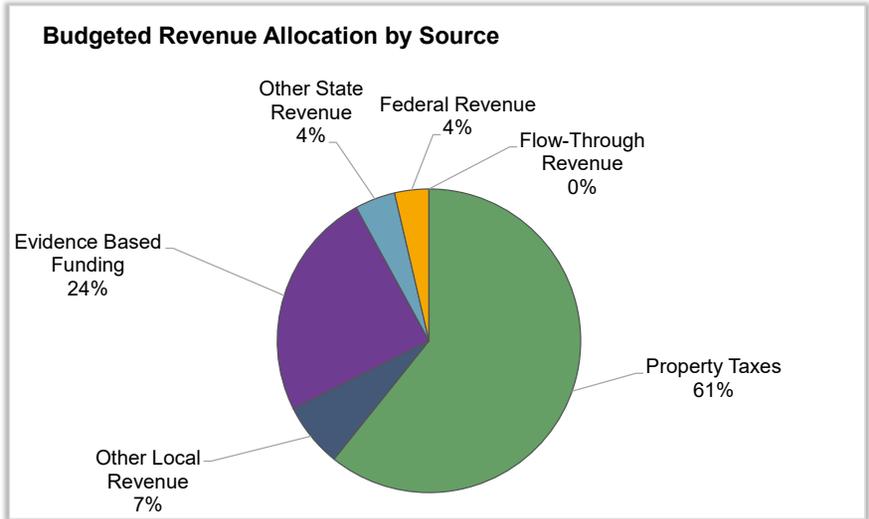
Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
LOCAL											
Property Taxes	\$67,389,484	\$69,487,746	3.11%	\$71,875,125	3.44%	\$74,367,605	3.47%	\$76,177,715	2.43%	\$78,024,025	2.42%
Other Local Revenue	\$7,569,550	\$5,454,707	-27.94%	\$8,111,880	48.71%	\$8,111,880	0.00%	\$8,111,880	0.00%	\$8,111,880	0.00%
TOTAL LOCAL REVENUE	\$74,959,034	\$74,942,453	-0.02%	\$79,987,005	6.73%	\$82,479,485	3.12%	\$84,289,595	2.19%	\$86,135,905	2.19%
STATE											
Evidence Based Funding	\$27,103,881	\$27,778,881	2.49%	\$28,453,881	2.43%	\$29,128,881	2.37%	\$29,803,881	2.32%	\$30,478,881	2.26%
Other State Revenue	\$4,779,182	\$4,779,182	0.00%	\$4,779,182	0.00%	\$4,779,182	0.00%	\$4,779,182	0.00%	\$4,779,182	0.00%
TOTAL STATE REVENUE	\$31,883,063	\$32,558,063	2.12%	\$33,233,063	2.07%	\$33,908,063	2.03%	\$34,583,063	1.99%	\$35,258,063	1.95%
TOTAL FEDERAL REVENUE	\$4,046,914	\$6,416,491	58.55%	\$3,796,127	-40.84%	\$3,796,127	0.00%	\$3,796,127	0.00%	\$3,796,127	0.00%
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$110,889,011	\$113,917,007	2.73%	\$117,016,195	2.72%	\$120,183,675	2.71%	\$122,668,785	2.07%	\$125,190,095	2.06%

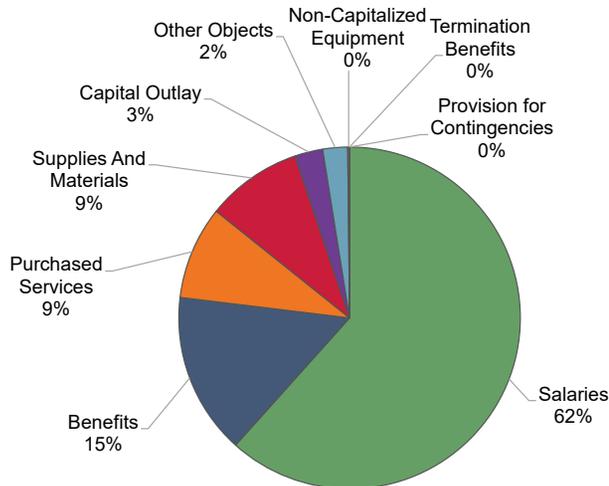
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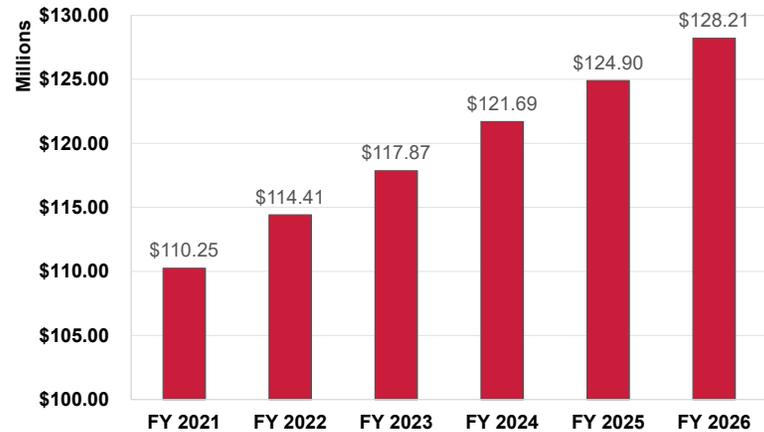
Expenditure Analysis

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$67,952,763	\$70,370,009	3.56%	\$72,749,165	3.38%	\$74,954,097	3.03%	\$77,238,158	3.05%	\$79,592,453	3.05%
Benefits	\$16,848,845	\$18,154,509	7.75%	\$19,570,461	7.80%	\$21,101,732	7.82%	\$21,968,763	4.11%	\$22,822,456	3.89%
TOTAL SALARIES & BENEFITS	\$84,801,608	\$88,524,519	4.39%	\$92,319,626	4.29%	\$96,055,829	4.05%	\$99,206,921	3.28%	\$102,414,909	3.23%
Purchased Services	\$9,720,567	\$9,910,822	1.96%	\$10,025,861	1.16%	\$10,118,590	0.92%	\$10,214,681	0.95%	\$10,314,277	0.98%
Supplies And Materials	\$10,010,286	\$10,250,317	2.40%	\$9,753,790	-4.84%	\$9,753,790	0.00%	\$9,753,790	0.00%	\$9,753,790	0.00%
Capital Outlay	\$2,932,940	\$3,113,913	6.17%	\$3,113,913	0.00%	\$3,113,913	0.00%	\$3,113,913	0.00%	\$3,113,913	0.00%
Other Objects	\$2,588,186	\$2,441,913	-5.65%	\$2,484,606	1.75%	\$2,484,606	0.00%	\$2,443,490	-1.65%	\$2,443,490	0.00%
Non-Capitalized Equipment	\$192,613	\$167,561	-13.01%	\$167,561	0.00%	\$167,561	0.00%	\$167,561	0.00%	\$167,561	0.00%
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$25,444,590	\$25,884,524	1.73%	\$25,545,730	-1.31%	\$25,638,459	0.36%	\$25,693,434	0.21%	\$25,793,030	0.39%
TOTAL EXPENDITURES	\$110,246,198	\$114,409,043	3.78%	\$117,865,355	3.02%	\$121,694,288	3.25%	\$124,900,355	2.63%	\$128,207,939	2.65%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

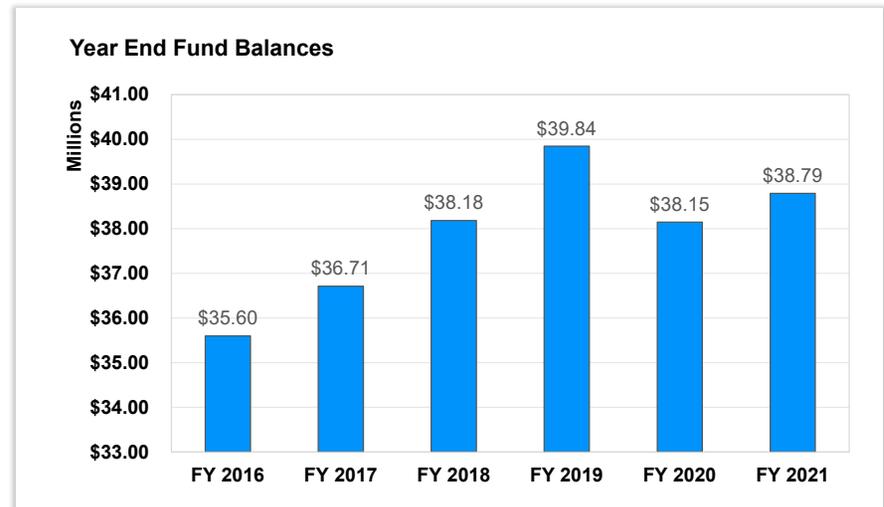
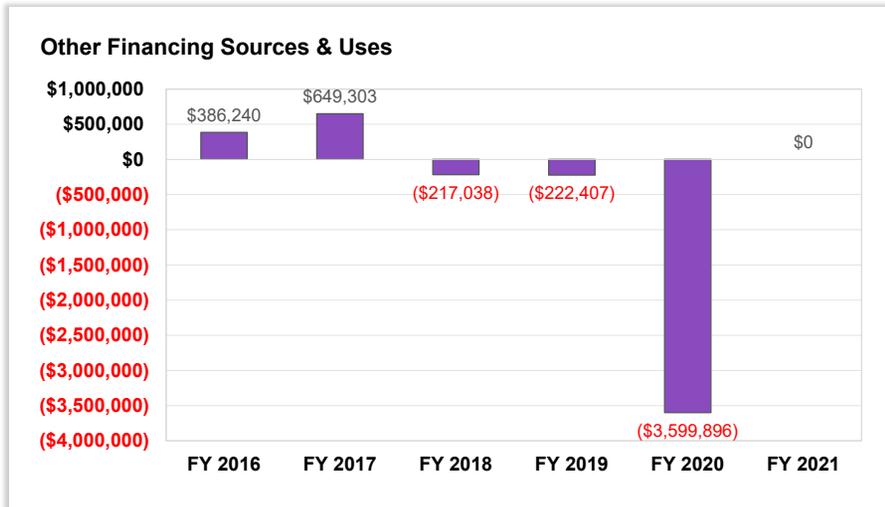
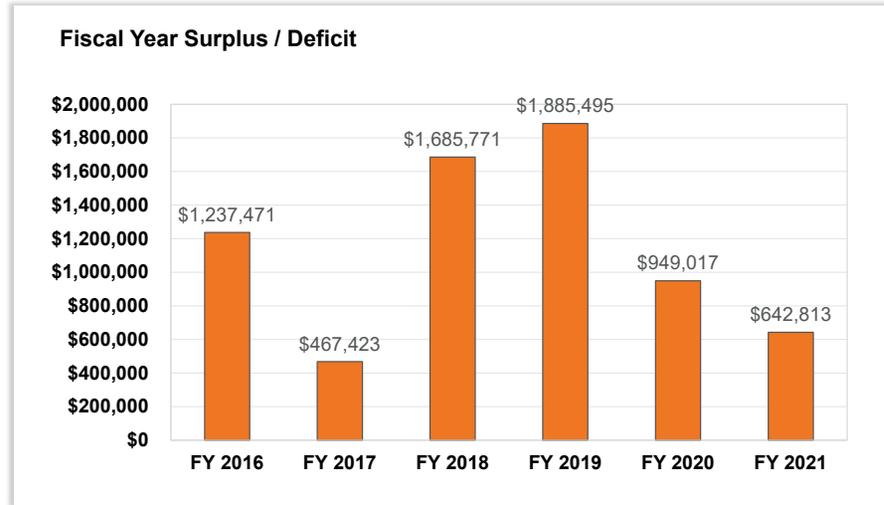
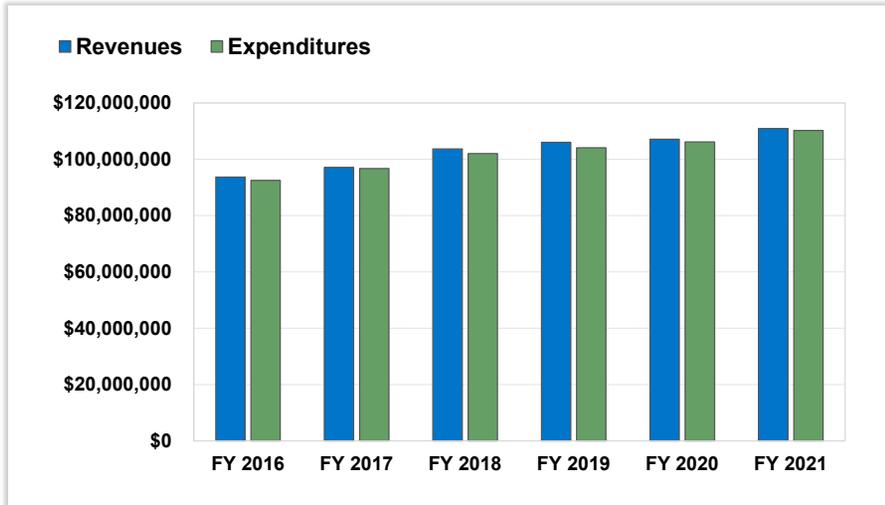
Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

	AFR	AFR	% Δ	AFR	% Δ	AFR	% Δ	AFR	% Δ	BUDGET	
	FY 2016	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021	% Δ
REVENUE											
Local	\$63,384,109	\$66,163,926	4.39%	\$68,330,631	3.27%	\$71,124,832	4.09%	\$71,756,935	0.89%	\$74,959,034	4.46%
State	\$27,347,859	\$27,668,233	1.17%	\$31,851,146	15.12%	\$31,269,522	-1.83%	\$32,115,695	2.71%	\$31,883,063	-0.72%
Federal	\$2,972,814	\$3,314,966	11.51%	\$3,498,529	5.54%	\$3,608,856	3.15%	\$3,246,551	-10.04%	\$4,046,914	24.65%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$93,704,782	\$97,147,125	3.67%	\$103,680,306	6.73%	\$106,003,210	2.24%	\$107,119,181	1.05%	\$110,889,011	3.52%
EXPENDITURES											
Salary and Benefit Costs	\$67,087,958	\$69,859,858	4.13%	\$74,984,624	7.34%	\$78,658,817	4.90%	\$80,703,668	2.60%	\$84,801,608	5.08%
Other	\$25,379,353	\$26,819,844	5.68%	\$27,009,911	0.71%	\$25,458,898	-5.74%	\$25,466,496	0.03%	\$25,444,590	-0.09%
TOTAL EXPENDITURES	\$92,467,311	\$96,679,702	4.56%	\$101,994,535	5.50%	\$104,117,715	2.08%	\$106,170,164	1.97%	\$110,246,198	3.84%
SURPLUS / DEFICIT	\$1,237,471	\$467,423		\$1,685,771		\$1,885,495		\$949,017		\$642,813	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$605,172	\$867,299		\$0		\$4,000		\$3,420,455		\$0	
Other Financing Uses	(\$218,932)	(\$217,996)		(\$217,038)		(\$226,407)		(\$7,020,351)		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$386,240	\$649,303		(\$217,038)		(\$222,407)		(\$3,599,896)		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$1,623,711	\$1,116,726		\$1,468,733		\$1,663,088		(\$2,650,879)		\$642,813	
BEGINNING FUND BALANCE	\$33,972,315	\$35,596,026		\$36,712,752		\$38,181,485		\$39,844,573		\$38,145,320	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$951,626		\$0	
YEAR END BALANCE	\$35,596,026	\$36,712,752		\$38,181,485		\$39,844,573		\$38,145,320		\$38,788,133	
FUND BALANCE AS % OF EXPENDITURES	38.50%	37.97%		37.43%		38.27%		35.93%		35.18%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	4.62	4.56		4.49		4.59		4.31		4.22	

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Historical Summary



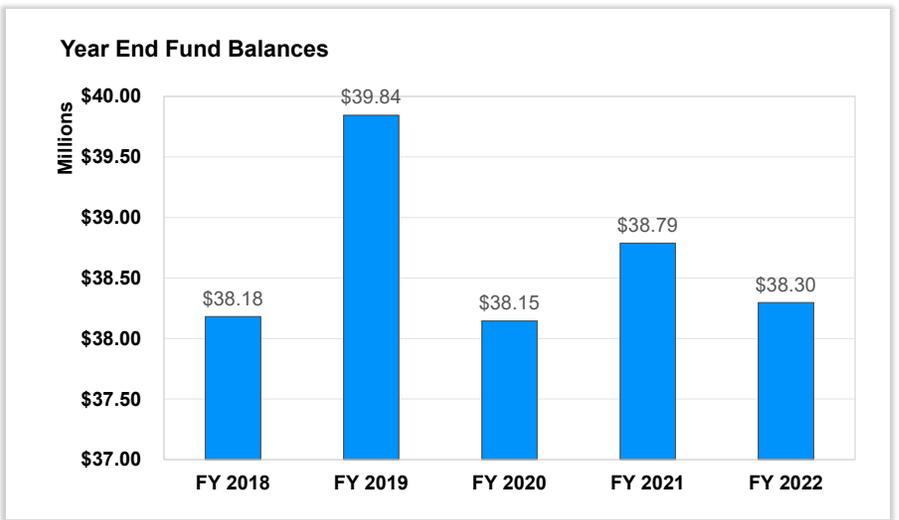
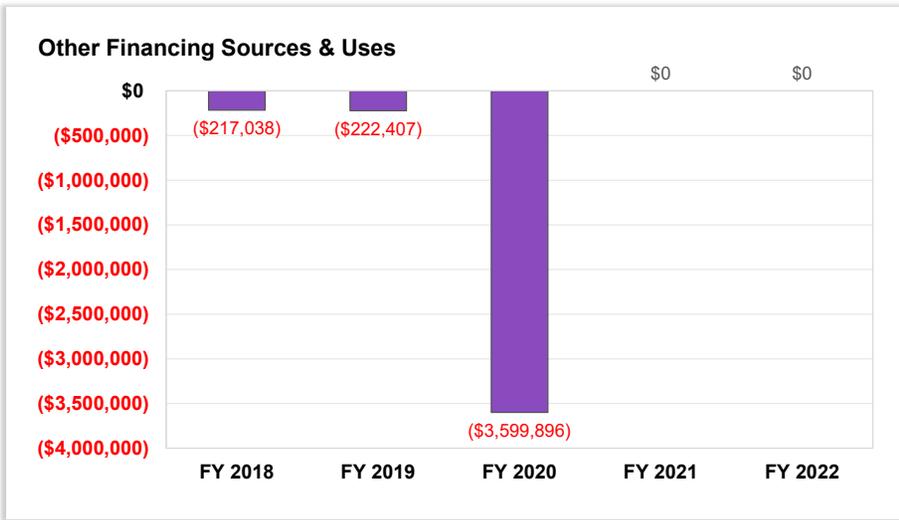
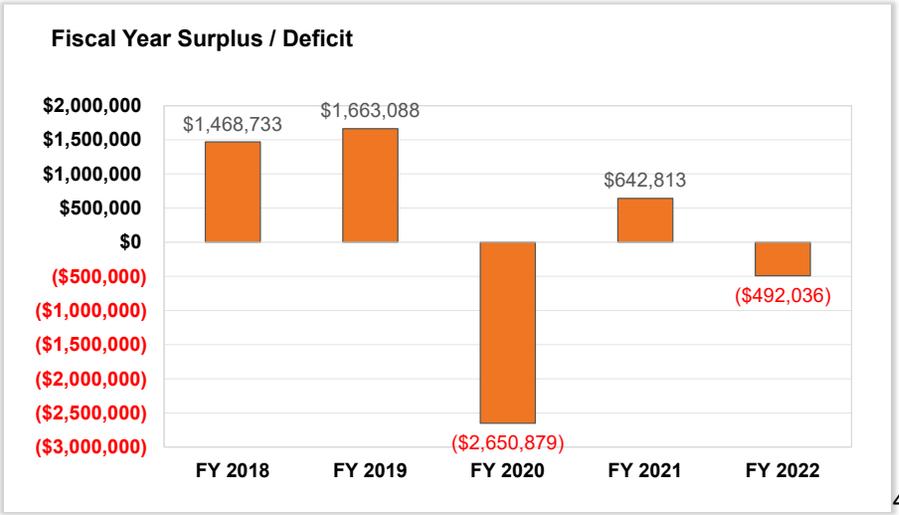
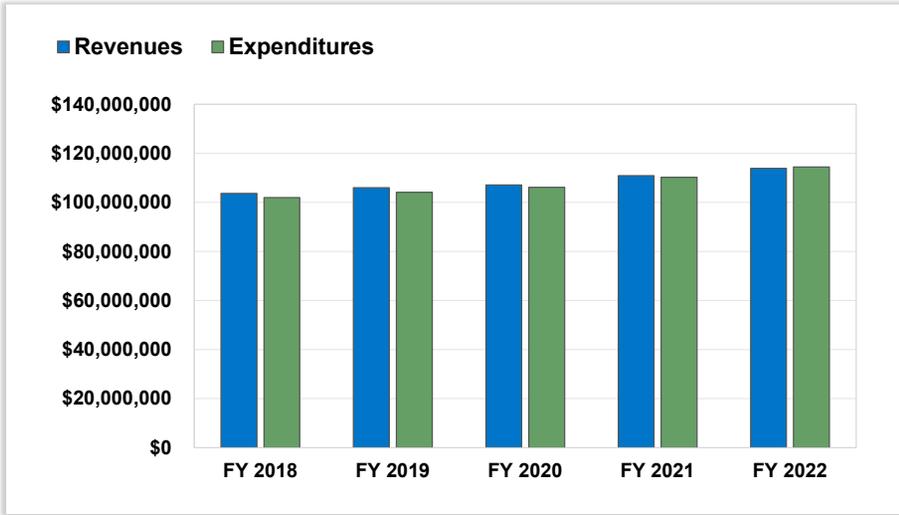
Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

	AFR FY 2018	AFR FY 2019	% Δ	AFR FY 2020	% Δ	BUDGET FY 2021	PROJECTED FY 2022	\$ Δ	% Δ
REVENUE									
Local	\$68,330,631	\$71,124,832	4.09%	\$71,756,935	0.89%	\$74,959,034	\$74,942,453	(\$16,581)	-0.02%
State	\$31,851,146	\$31,269,522	-1.83%	\$32,115,695	2.71%	\$31,883,063	\$32,558,063	\$675,000	2.12%
Federal	\$3,498,529	\$3,608,856	3.15%	\$3,246,551	-10.04%	\$4,046,914	\$6,416,491	\$2,369,577	58.55%
Other	\$0	\$0		\$0		\$0	\$0	\$0	
TOTAL REVENUE	\$103,680,306	\$106,003,210	2.24%	\$107,119,181	1.05%	\$110,889,011	\$113,917,007	\$3,027,996	2.73%
EXPENDITURES									
Salary and Benefit Costs	\$74,984,624	\$78,658,817	4.90%	\$80,703,668	2.60%	\$84,801,608	\$88,524,519	\$3,722,911	4.39%
Other	\$27,009,911	\$25,458,898	-5.74%	\$25,466,496	0.03%	\$25,444,590	\$25,884,524	\$439,934	1.73%
TOTAL EXPENDITURES	\$101,994,535	\$104,117,715	2.08%	\$106,170,164	1.97%	\$110,246,198	\$114,409,043	\$4,162,845	3.78%
SURPLUS / DEFICIT	\$1,685,771	\$1,885,495		\$949,017		\$642,813	(\$492,036)	(\$1,134,849)	
OTHER FINANCING SOURCES / USES									
Other Financing Sources	\$0	\$4,000		\$3,420,455		\$0	\$0	\$0	
Other Financing Uses	(\$217,038)	(\$226,407)		(\$7,020,351)		\$0	\$0	\$0	
TOTAL OTHER FIN. SOURCES / USES	(\$217,038)	(\$222,407)		(\$3,599,896)		\$0	\$0	\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$1,468,733	\$1,663,088		(\$2,650,879)		\$642,813	(\$492,036)	(\$1,134,849)	
BEGINNING FUND BALANCE	\$36,712,752	\$38,181,485		\$39,844,573		\$38,145,320	\$38,788,133	\$642,813	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$951,626		\$0	\$0		
YEAR END BALANCE	\$38,181,485	\$39,844,573		\$38,145,320		\$38,788,133	\$38,296,097	(\$492,036)	
FUND BALANCE AS % OF EXPENDITURES	37.43%	38.27%		35.93%		35.18%	33.47%		
FUND BALANCE AS # OF MONTHS OF EXPEND.	4.49	4.59		4.31		4.22	4.02		

Historical Summary



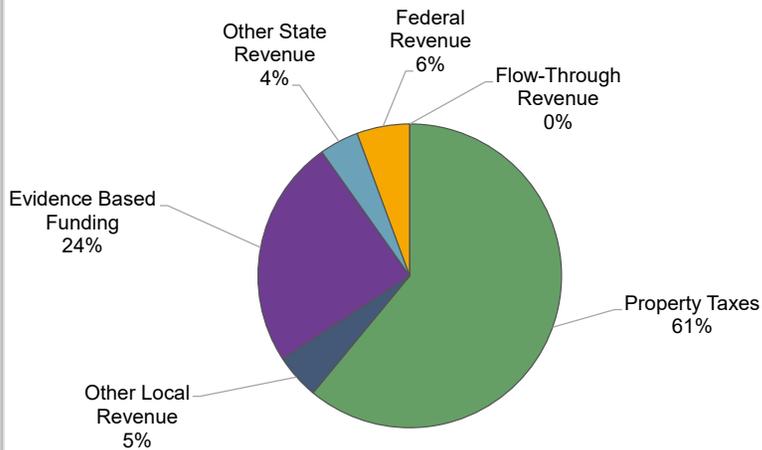
Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Base Scenario, 08-13-21

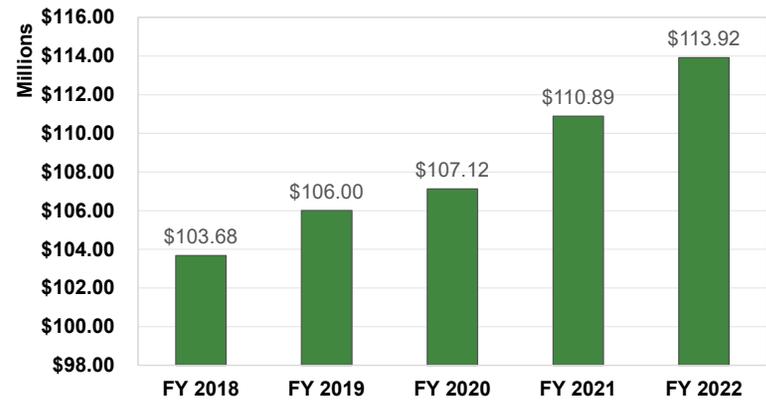
Revenue Analysis

	AFR		AFR		BUDGET		PROJECTED		\$ Δ	% Δ
	FY 2018	FY 2019	% Δ	FY 2020	% Δ	FY 2021	FY 2022			
LOCAL										
Property Taxes	\$61,822,651	\$64,399,609	4.17%	\$64,675,300	0.43%	\$67,389,484	\$69,487,746	\$2,098,262	3.11%	
Other Local Revenue	\$6,507,980	\$6,725,223	3.34%	\$7,081,635	5.30%	\$7,569,550	\$5,454,707	(\$2,114,843)	-27.94%	
TOTAL LOCAL REVENUE	\$68,330,631	\$71,124,832	4.09%	\$71,756,935	0.89%	\$74,959,034	\$74,942,453	(\$16,581)	-0.02%	
STATE										
Evidence Based Funding	\$25,743,395	\$26,426,724	2.65%	\$27,125,406	2.64%	\$27,103,881	\$27,778,881	\$675,000	2.49%	
Other State Revenue	\$6,107,751	\$4,842,798	-20.71%	\$4,990,289	3.05%	\$4,779,182	\$4,779,182	\$0	0.00%	
TOTAL STATE REVENUE	\$31,851,146	\$31,269,522	-1.83%	\$32,115,695	2.71%	\$31,883,063	\$32,558,063	\$675,000	2.12%	
TOTAL FEDERAL REVENUE	\$3,498,529	\$3,608,856	3.15%	\$3,246,551	-10.04%	\$4,046,914	\$6,416,491	\$2,369,577	58.55%	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0	\$0	\$0		
TOTAL REVENUE	\$103,680,306	\$106,003,210	2.24%	\$107,119,181	1.05%	\$110,889,011	\$113,917,007	\$3,027,996	2.73%	

Proposed Revenue Allocation by Source



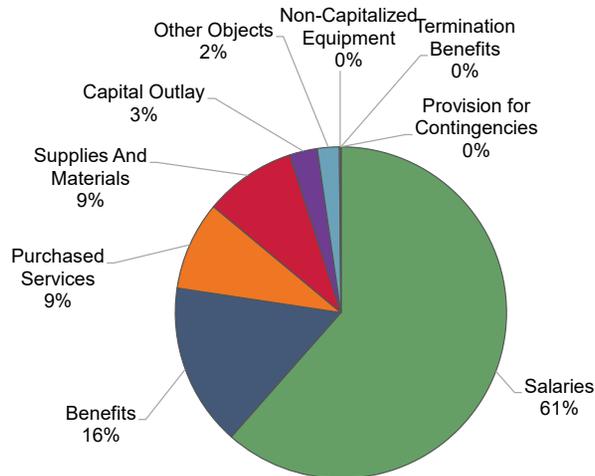
Revenue Projection



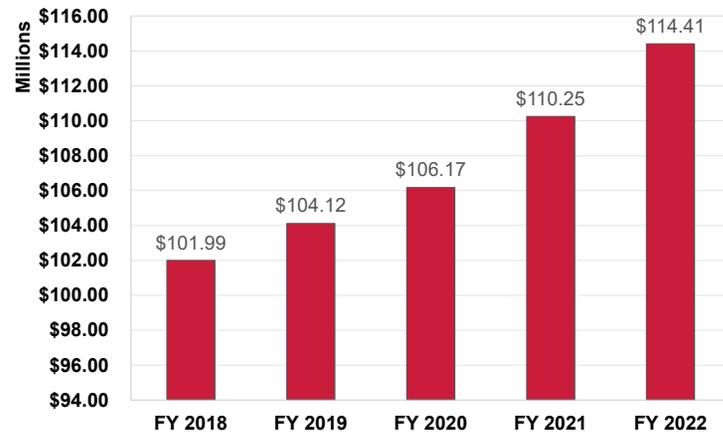
Expenditure Analysis

	AFR FY 2018	AFR FY 2019	% Δ	AFR FY 2020	% Δ	BUDGET FY 2021	PROJECTED FY 2022	\$ Δ	% Δ
Salaries	\$61,092,788	\$63,574,812	4.06%	\$66,021,801	3.85%	\$67,952,763	\$70,370,009	\$2,417,246	3.56%
Benefits	\$13,891,836	\$15,084,005	8.58%	\$14,681,867	-2.67%	\$16,848,845	\$18,154,509	\$1,305,665	7.75%
TOTAL SALARIES & BENEFITS	\$74,984,624	\$78,658,817	4.90%	\$80,703,668	2.60%	\$84,801,608	\$88,524,519	\$3,722,911	4.39%
Purchased Services	\$8,638,698	\$9,668,147	11.92%	\$8,791,484	-9.07%	\$9,720,567	\$9,910,822	\$190,255	1.96%
Supplies And Materials	\$8,335,066	\$7,988,866	-4.15%	\$8,319,779	4.14%	\$10,010,286	\$10,250,317	\$240,031	2.40%
Capital Outlay	\$7,060,081	\$4,576,886	-35.17%	\$3,974,270	-13.17%	\$2,932,940	\$3,113,913	\$180,973	6.17%
Other Objects	\$2,870,819	\$3,045,145	6.07%	\$4,273,373	40.33%	\$2,588,186	\$2,441,913	(\$146,273)	-5.65%
Non-Capitalized Equipment	\$105,247	\$179,854	70.89%	\$107,590	-40.18%	\$192,613	\$167,561	(\$25,052)	-13.01%
Termination Benefits	\$0	\$0		\$0		\$0	\$0	\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0	\$0	\$0	
TOTAL ALL OTHER	\$27,009,911	\$25,458,898	-5.74%	\$25,466,496	0.03%	\$25,444,590	\$25,884,524	\$439,934	1.73%
TOTAL EXPENDITURES	\$101,994,535	\$104,117,715	2.08%	\$106,170,164	1.97%	\$110,246,198	\$114,409,043	\$4,162,845	3.78%

Proposed Expenditure Allocation by Object



Expenditure Projection



Educational Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

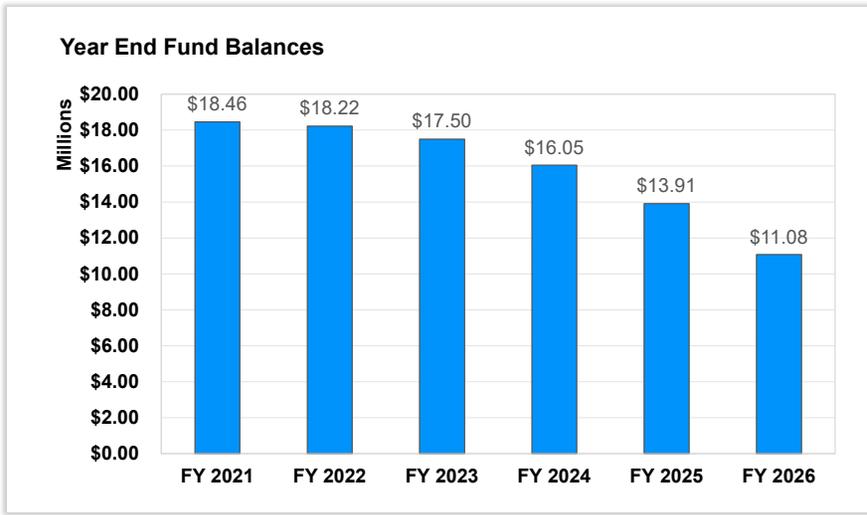
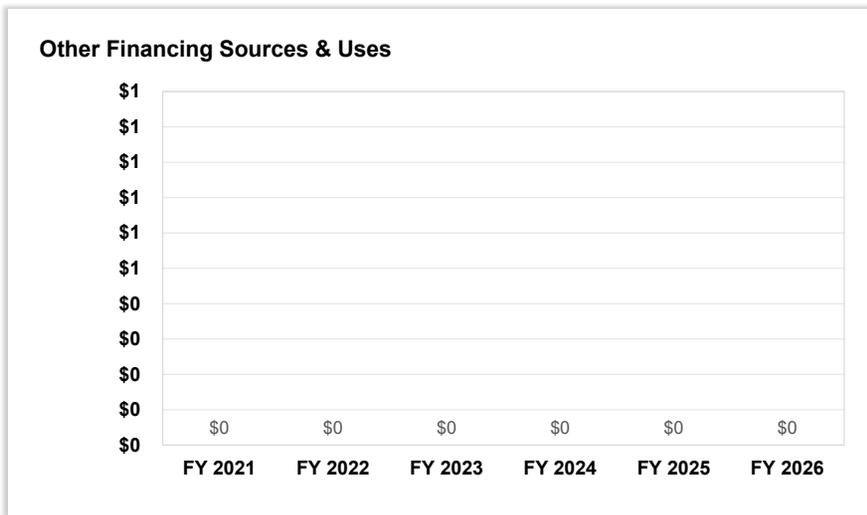
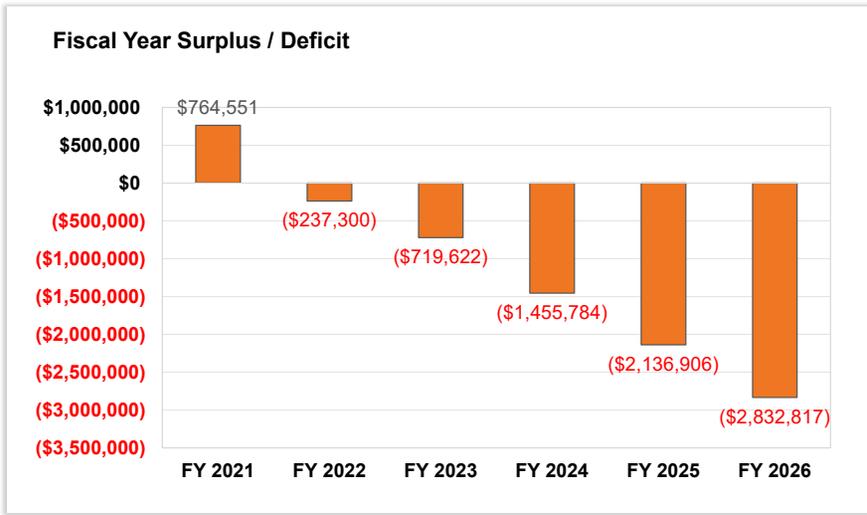
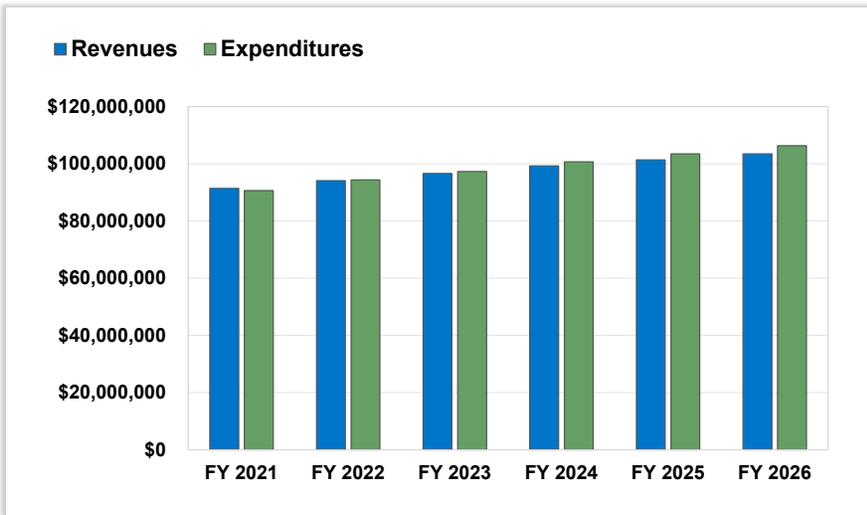
Projections Summary

	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
REVENUE											
Local	\$60,565,599	\$60,248,569	-0.52%	\$64,677,446	7.35%	\$66,660,900	3.07%	\$68,101,340	2.16%	\$69,570,588	2.16%
State	\$26,746,746	\$27,421,746	2.52%	\$28,096,746	2.46%	\$28,771,746	2.40%	\$29,446,746	2.35%	\$30,121,746	2.29%
Federal	\$4,046,914	\$6,416,491	58.55%	\$3,796,127	-40.84%	\$3,796,127	0.00%	\$3,796,127	0.00%	\$3,796,127	0.00%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$91,359,259	\$94,086,806	2.99%	\$96,570,319	2.64%	\$99,228,773	2.75%	\$101,344,213	2.13%	\$103,488,461	2.12%
EXPENDITURES											
Salary and Benefit Costs	\$75,608,476	\$78,971,482	4.45%	\$82,407,631	4.35%	\$85,774,722	4.09%	\$88,542,384	3.23%	\$91,352,197	3.17%
Other	\$14,986,232	\$15,352,624	2.44%	\$14,882,310	-3.06%	\$14,909,835	0.18%	\$14,938,735	0.19%	\$14,969,081	0.20%
TOTAL EXPENDITURES	\$90,594,708	\$94,324,106	4.12%	\$97,289,941	3.14%	\$100,684,557	3.49%	\$103,481,119	2.78%	\$106,321,278	2.74%
SURPLUS / DEFICIT	\$764,551	(\$237,300)		(\$719,622)		(\$1,455,784)		(\$2,136,906)		(\$2,832,817)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0									
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$764,551	(\$237,300)		(\$719,622)		(\$1,455,784)		(\$2,136,906)		(\$2,832,817)	
BEGINNING FUND BALANCE	\$17,693,908	\$18,458,459		\$18,221,160		\$17,501,538		\$16,045,754		\$13,908,847	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0									
PROJECTED YEAR END BALANCE	\$18,458,459	\$18,221,160		\$17,501,538		\$16,045,754		\$13,908,847		\$11,076,030	
FUND BALANCE AS % OF EXPENDITURES	20.37%	19.32%		17.99%		15.94%		13.44%		10.42%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	2.44	2.32		2.16		1.91		1.61		1.25	

Educational Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



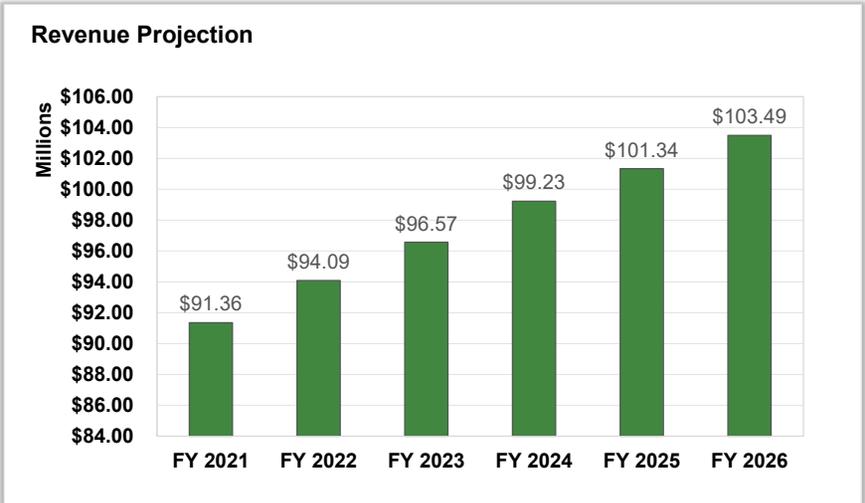
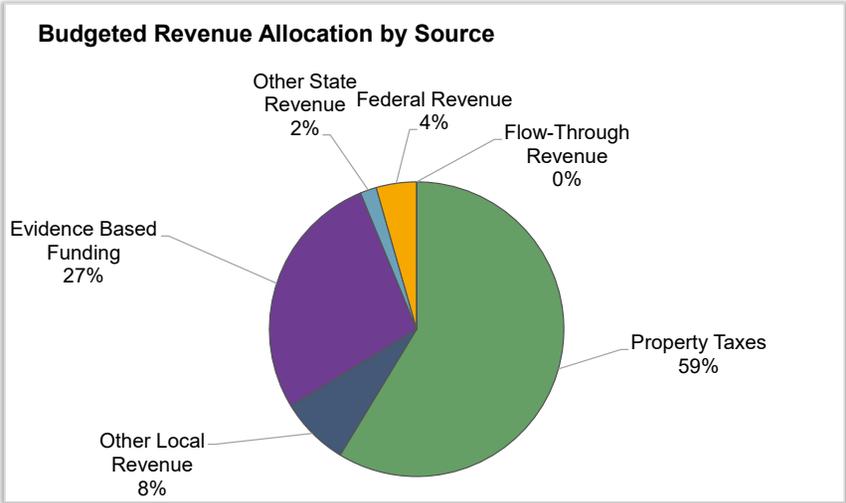
Educational Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
LOCAL											
Property Taxes	\$53,626,910	\$55,296,611	3.11%	\$57,196,427	3.44%	\$59,179,881	3.47%	\$60,620,321	2.43%	\$62,089,569	2.42%
Other Local Revenue	\$6,938,689	\$4,951,958	-28.63%	\$7,481,019	51.07%	\$7,481,019	0.00%	\$7,481,019	0.00%	\$7,481,019	0.00%
TOTAL LOCAL REVENUE	\$60,565,599	\$60,248,569	-0.52%	\$64,677,446	7.35%	\$66,660,900	3.07%	\$68,101,340	2.16%	\$69,570,588	2.16%
STATE											
Evidence Based Funding	\$25,103,881	\$25,778,881	2.69%	\$26,453,881	2.62%	\$27,128,881	2.55%	\$27,803,881	2.49%	\$28,478,881	2.43%
Other State Revenue	\$1,642,865	\$1,642,865	0.00%	\$1,642,865	0.00%	\$1,642,865	0.00%	\$1,642,865	0.00%	\$1,642,865	0.00%
TOTAL STATE REVENUE	\$26,746,746	\$27,421,746	2.52%	\$28,096,746	2.46%	\$28,771,746	2.40%	\$29,446,746	2.35%	\$30,121,746	2.29%
TOTAL FEDERAL REVENUE	\$4,046,914	\$6,416,491	58.55%	\$3,796,127	-40.84%	\$3,796,127	0.00%	\$3,796,127	0.00%	\$3,796,127	0.00%
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$91,359,259	\$94,086,806	2.99%	\$96,570,319	2.64%	\$99,228,773	2.75%	\$101,344,213	2.13%	\$103,488,461	2.12%

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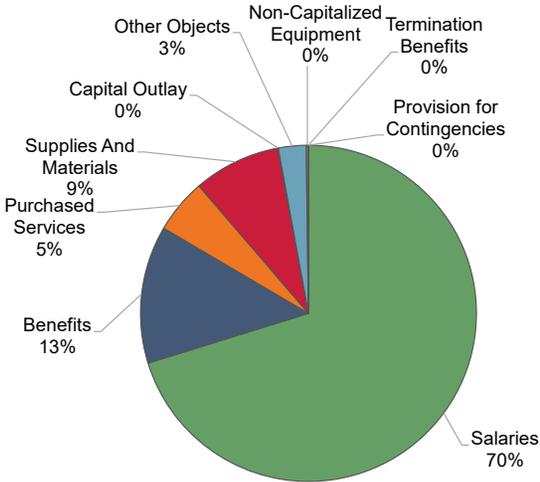
Educational Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

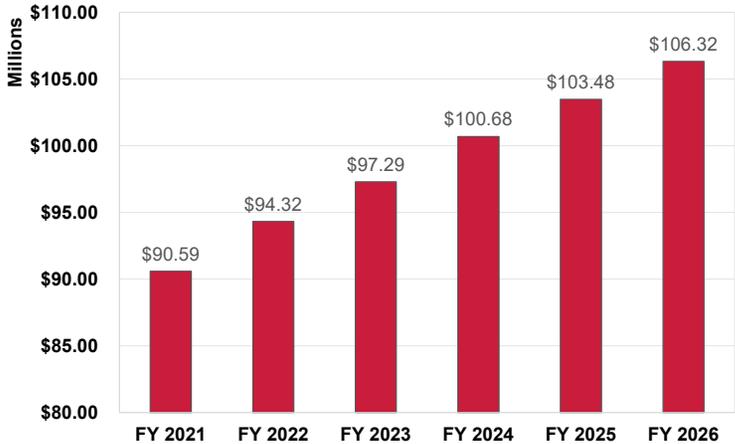
Expenditure Analysis

	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
Salaries	\$63,611,273	\$65,878,524	3.56%	\$68,102,492	3.38%	\$70,146,866	3.00%	\$72,264,813	3.02%	\$74,447,243	3.02%
Benefits	\$11,997,202	\$13,092,958	9.13%	\$14,305,138	9.26%	\$15,627,856	9.25%	\$16,277,571	4.16%	\$16,904,954	3.85%
TOTAL SALARIES & BENEFITS	\$75,608,476	\$78,971,482	4.45%	\$82,407,631	4.35%	\$85,774,722	4.09%	\$88,542,384	3.23%	\$91,352,197	3.17%
Purchased Services	\$4,742,578	\$4,835,077	1.95%	\$4,861,291	0.54%	\$4,888,815	0.57%	\$4,917,715	0.59%	\$4,948,061	0.62%
Supplies And Materials	\$7,575,848	\$7,815,879	3.17%	\$7,319,352	-6.35%	\$7,319,352	0.00%	\$7,319,352	0.00%	\$7,319,352	0.00%
Capital Outlay	\$60,000	\$113,913	89.86%	\$113,913	0.00%	\$113,913	0.00%	\$113,913	0.00%	\$113,913	0.00%
Other Objects	\$2,415,195	\$2,420,195	0.21%	\$2,420,195	0.00%	\$2,420,195	0.00%	\$2,420,195	0.00%	\$2,420,195	0.00%
Non-Capitalized Equipment	\$192,613	\$167,561	-13.01%	\$167,561	0.00%	\$167,561	0.00%	\$167,561	0.00%	\$167,561	0.00%
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$14,986,232	\$15,352,624	2.44%	\$14,882,310	-3.06%	\$14,909,835	0.18%	\$14,938,735	0.19%	\$14,969,081	0.20%
TOTAL EXPENDITURES	\$90,594,708	\$94,324,106	4.12%	\$97,289,941	3.14%	\$100,684,557	3.49%	\$103,481,119	2.78%	\$106,321,278	2.74%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Educational Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

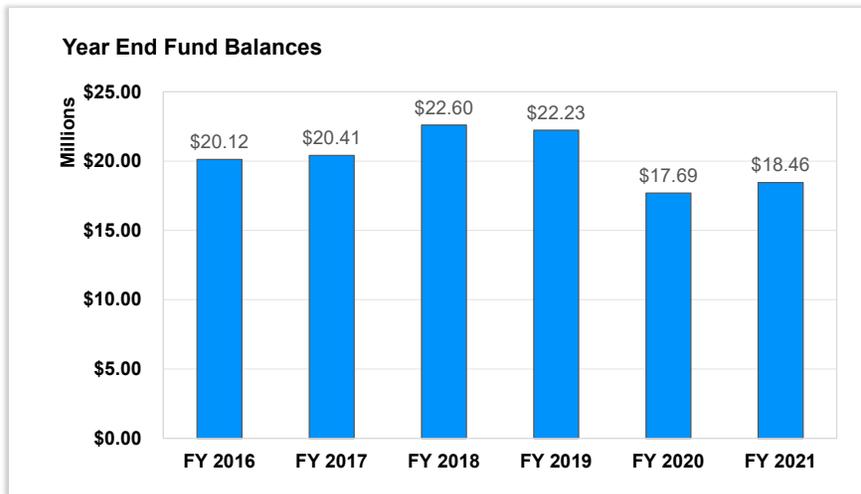
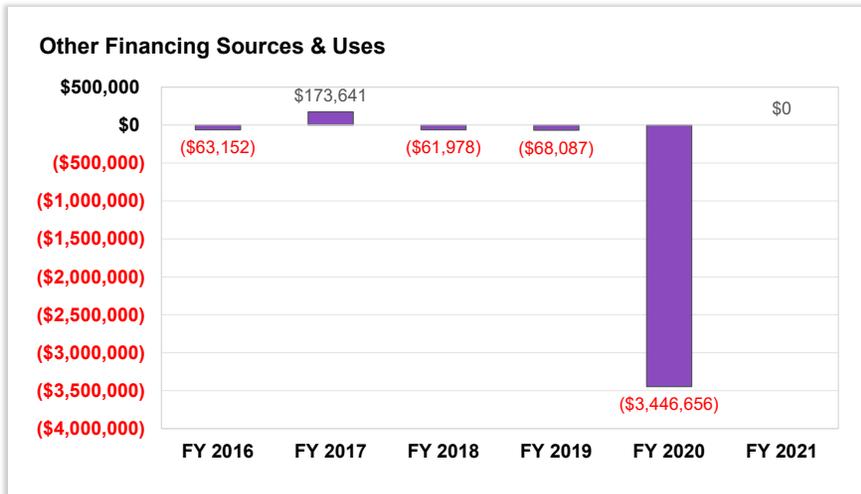
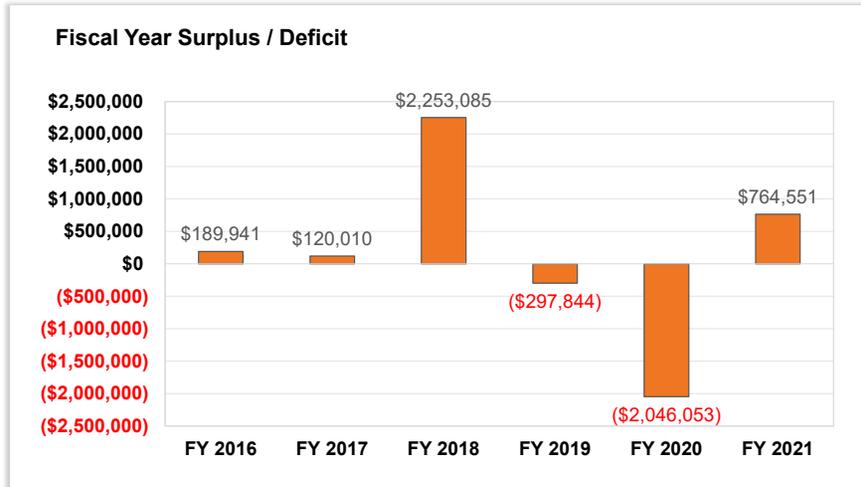
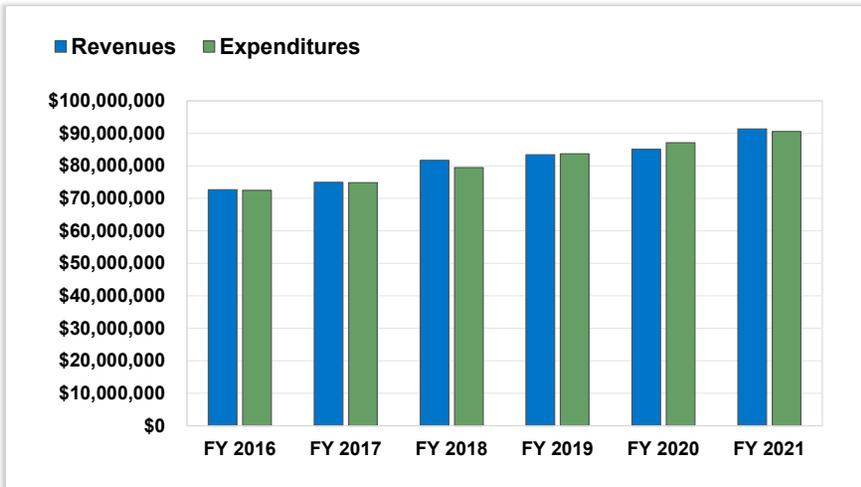
Historical Summary

	AFR		% Δ	AFR		% Δ	AFR		% Δ	BUDGET	
	FY 2016	FY 2017		FY 2018	FY 2019		FY 2020	FY 2021		% Δ	
REVENUE											
Local	\$48,575,100	\$52,051,152	7.16%	\$54,310,908	4.34%	\$56,496,047	4.02%	\$57,625,739	2.00%	\$60,565,599	5.10%
State	\$21,106,873	\$19,542,237	-7.41%	\$23,888,946	22.24%	\$23,311,513	-2.42%	\$24,206,403	3.84%	\$26,746,746	10.49%
Federal	\$2,972,814	\$3,314,966	11.51%	\$3,498,529	5.54%	\$3,608,856	3.15%	\$3,246,551	-10.04%	\$4,046,914	24.65%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$72,654,787	\$74,908,355	3.10%	\$81,698,383	9.06%	\$83,416,416	2.10%	\$85,078,693	1.99%	\$91,359,259	7.38%
EXPENDITURES											
Salary and Benefit Costs	\$59,947,014	\$62,502,732	4.26%	\$66,826,490	6.92%	\$70,580,858	5.62%	\$72,449,217	2.65%	\$75,608,476	4.36%
Other	\$12,517,832	\$12,285,613	-1.86%	\$12,618,808	2.71%	\$13,133,402	4.08%	\$14,675,529	11.74%	\$14,986,232	2.12%
TOTAL EXPENDITURES	\$72,464,846	\$74,788,345	3.21%	\$79,445,298	6.23%	\$83,714,260	5.37%	\$87,124,746	4.07%	\$90,594,708	3.98%
SURPLUS / DEFICIT	\$189,941	\$120,010		\$2,253,085		(\$297,844)		(\$2,046,053)		\$764,551	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$236,224		\$0		\$4,000		\$20,455		\$0	
Other Financing Uses	(\$63,152)	(\$62,583)		(\$61,978)		(\$72,087)		(\$3,467,111)		\$0	
TOTAL OTHER FIN. SOURCES / USES	(\$63,152)	\$173,641		(\$61,978)		(\$68,087)		(\$3,446,656)		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$126,789	\$293,651		\$2,191,107		(\$365,931)		(\$5,492,709)		\$764,551	
BEGINNING FUND BALANCE	\$19,989,375	\$20,116,164		\$20,409,815		\$22,600,922		\$22,234,991		\$17,693,908	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$951,626		\$0	
YEAR END BALANCE	\$20,116,164	\$20,409,815		\$22,600,922		\$22,234,991		\$17,693,908		\$18,458,459	
FUND BALANCE AS % OF EXPENDITURES	27.76%	27.29%		28.45%		26.56%		20.31%		20.37%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	3.33	3.27		3.41		3.19		2.44		2.44	

Educational Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary



Operations and Maintenance Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

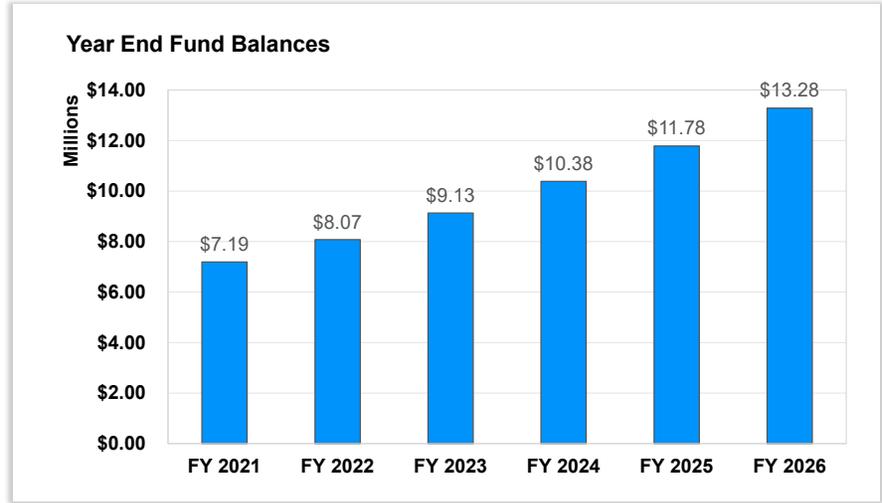
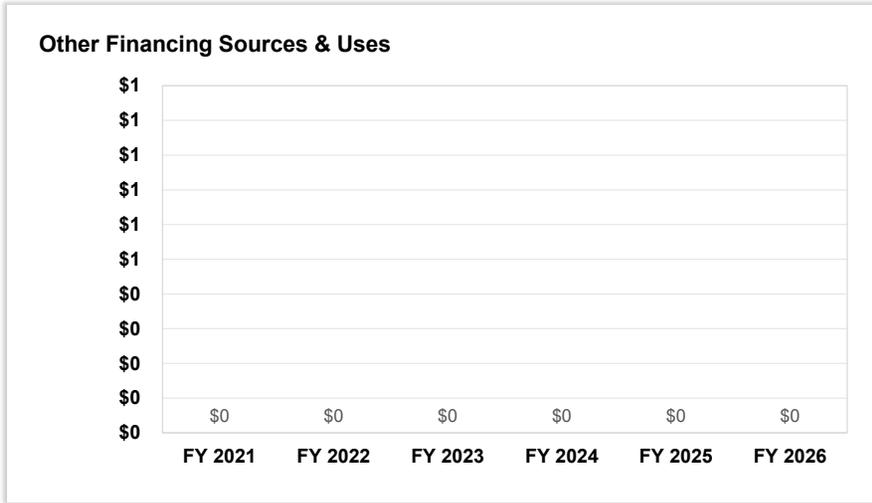
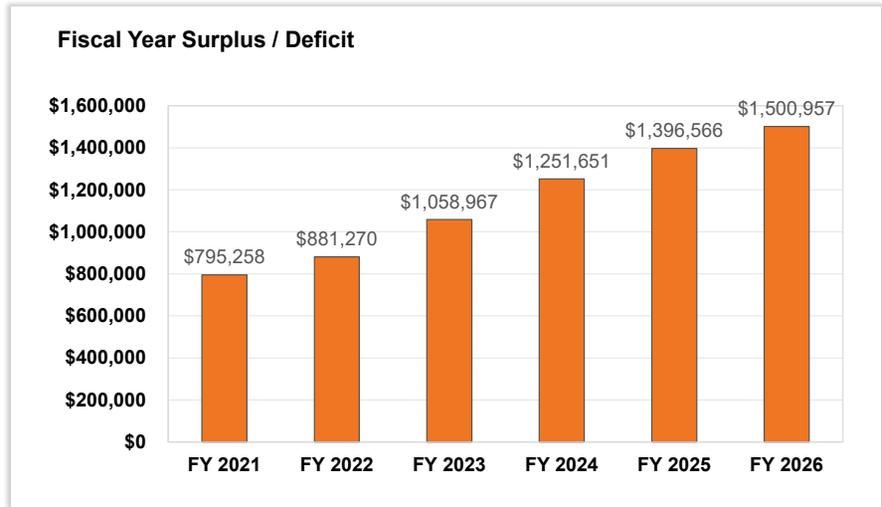
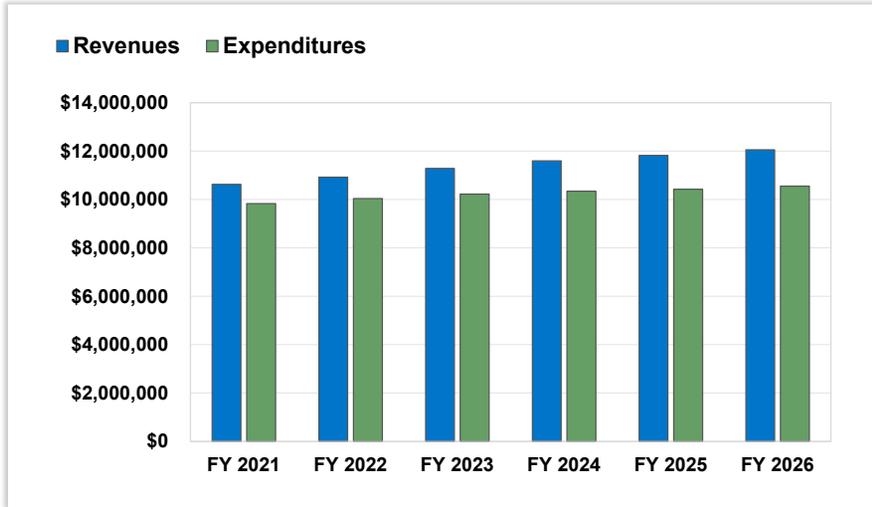
Projection Summary

	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
REVENUE											
Local	\$8,622,204	\$8,923,672	3.50%	\$9,284,103	4.04%	\$9,594,948	3.35%	\$9,820,693	2.35%	\$10,050,952	2.34%
State	\$2,000,000	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$10,622,204	\$10,923,672	2.84%	\$11,284,103	3.30%	\$11,594,948	2.75%	\$11,820,693	1.95%	\$12,050,952	1.95%
EXPENDITURES											
Salary and Benefit Costs	\$1,700,340	\$1,763,366	3.71%	\$1,827,398	3.63%	\$1,893,811	3.63%	\$1,962,696	3.64%	\$2,034,149	3.64%
Other	\$8,126,606	\$8,279,036	1.88%	\$8,397,738	1.43%	\$8,449,486	0.62%	\$8,461,431	0.14%	\$8,515,845	0.64%
TOTAL EXPENDITURES	\$9,826,946	\$10,042,402	2.19%	\$10,225,136	1.82%	\$10,343,297	1.16%	\$10,424,127	0.78%	\$10,549,994	1.21%
SURPLUS / DEFICIT	\$795,258	\$881,270		\$1,058,967		\$1,251,651		\$1,396,566		\$1,500,957	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0									
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$795,258	\$881,270		\$1,058,967		\$1,251,651		\$1,396,566		\$1,500,957	
BEGINNING FUND BALANCE	\$6,395,855	\$7,191,113		\$8,072,382		\$9,131,349		\$10,383,000		\$11,779,566	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0									
PROJECTED YEAR END BALANCE	\$7,191,113	\$8,072,382		\$9,131,349		\$10,383,000		\$11,779,566		\$13,280,523	
FUND BALANCE AS % OF EXPENDITURES	73.18%	80.38%		89.30%		100.38%		113.00%		125.88%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	8.78	9.65		10.72		12.05		13.56		15.11	

Operations and Maintenance Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



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Operations and Maintenance Fund

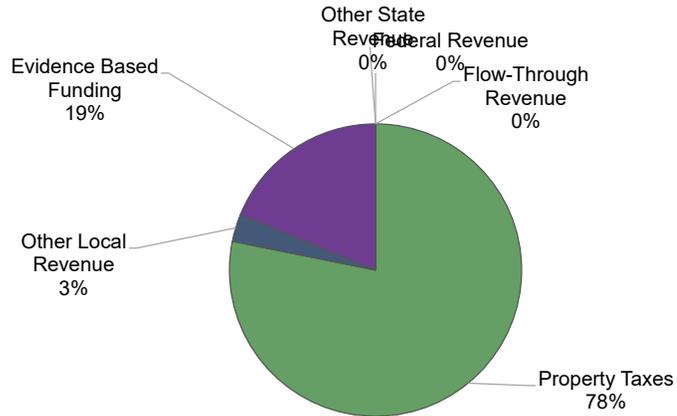
Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

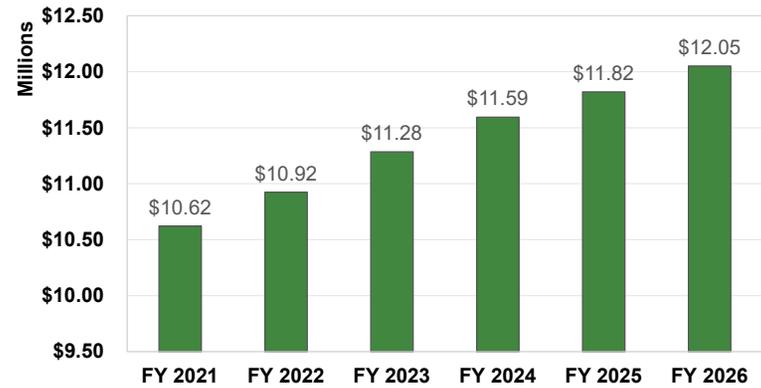
	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
LOCAL											
Property Taxes	\$8,301,880	\$8,666,041	4.39%	\$8,963,779	3.44%	\$9,274,624	3.47%	\$9,500,369	2.43%	\$9,730,628	2.42%
Other Local Revenue	\$320,324	\$257,631	-19.57%	\$320,324	24.33%	\$320,324	0.00%	\$320,324	0.00%	\$320,324	0.00%
TOTAL LOCAL REVENUE	\$8,622,204	\$8,923,672	3.50%	\$9,284,103	4.04%	\$9,594,948	3.35%	\$9,820,693	2.35%	\$10,050,952	2.34%
STATE											
Evidence Based Funding	\$2,000,000	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$2,000,000	\$2,000,000	0.00%								
TOTAL FEDERAL REVENUE	\$0	\$0									
FLOW-THROUGH REVENUE	\$0	\$0									
TOTAL REVENUE	\$10,622,204	\$10,923,672	2.84%	\$11,284,103	3.30%	\$11,594,948	2.75%	\$11,820,693	1.95%	\$12,050,952	1.95%

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Budgeted Revenue Allocation by Source



Revenue Projection



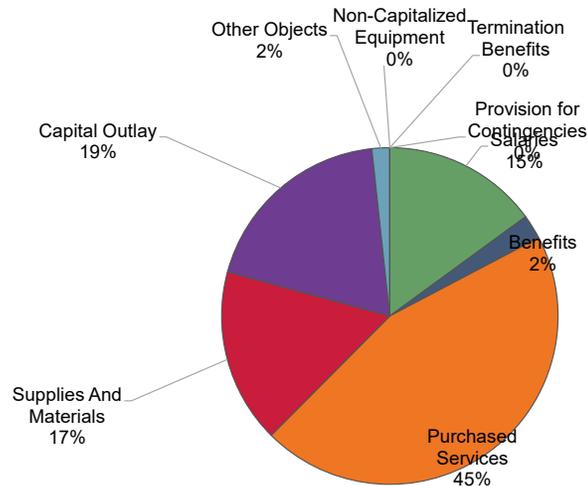
Operations and Maintenance Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

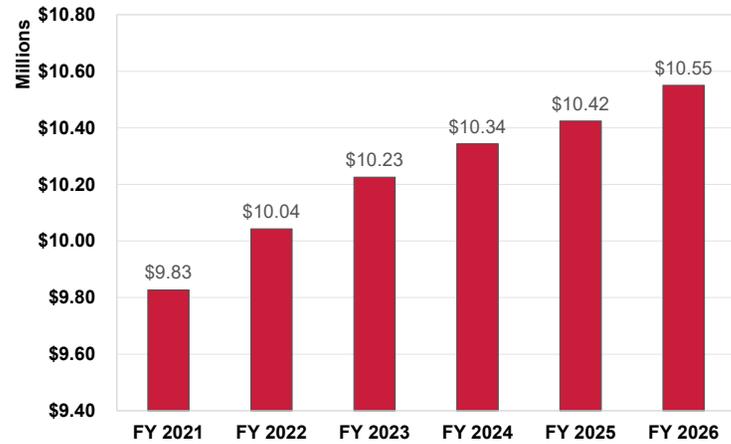
Expenditure Analysis

	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$1,469,762	\$1,520,003	3.42%	\$1,571,966	3.42%	\$1,625,711	3.42%	\$1,681,299	3.42%	\$1,738,794	3.42%
Benefits	\$230,579	\$243,364	5.54%	\$255,432	4.96%	\$268,099	4.96%	\$281,397	4.96%	\$295,356	4.96%
TOTAL SALARIES & BENEFITS	\$1,700,340	\$1,763,366	3.71%	\$1,827,398	3.63%	\$1,893,811	3.63%	\$1,962,696	3.64%	\$2,034,149	3.64%
Purchased Services	\$4,437,456	\$4,614,099	3.98%	\$4,690,108	1.65%	\$4,741,856	1.10%	\$4,794,917	1.12%	\$4,849,331	1.13%
Supplies And Materials	\$1,648,163	\$1,648,163	0.00%	\$1,648,163	0.00%	\$1,648,163	0.00%	\$1,648,163	0.00%	\$1,648,163	0.00%
Capital Outlay	\$1,872,940	\$2,000,000	6.78%	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%	\$2,000,000	0.00%
Other Objects	\$168,047	\$16,774	-90.02%	\$59,467	254.52%	\$59,467	0.00%	\$18,351	-69.14%	\$18,351	0.00%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$8,126,606	\$8,279,036	1.88%	\$8,397,738	1.43%	\$8,449,486	0.62%	\$8,461,431	0.14%	\$8,515,845	0.64%
TOTAL EXPENDITURES	\$9,826,946	\$10,042,402	2.19%	\$10,225,136	1.82%	\$10,343,297	1.16%	\$10,424,127	0.78%	\$10,549,994	1.21%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Operations and Maintenance Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

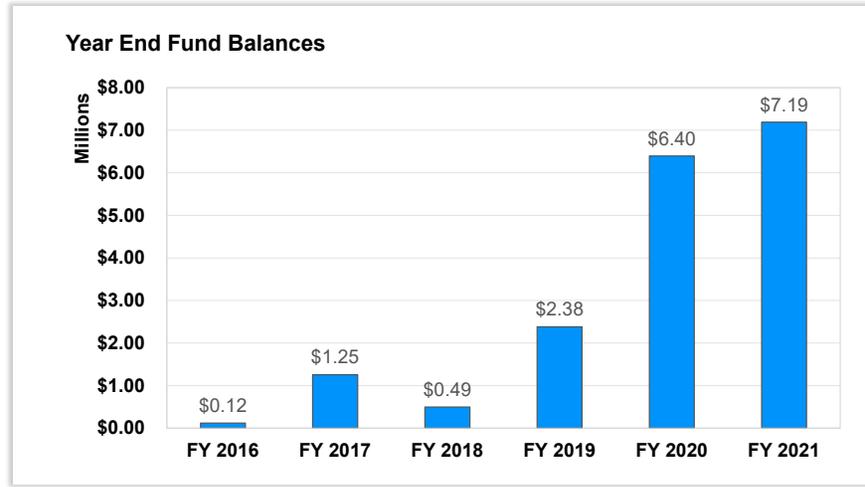
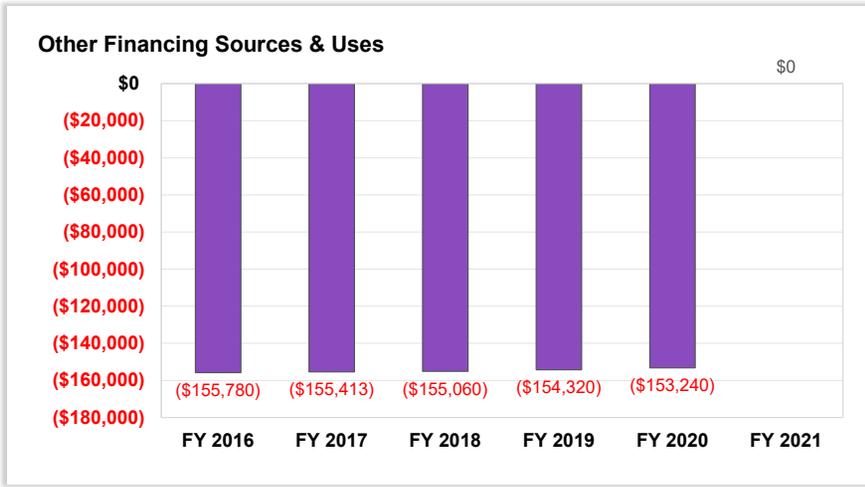
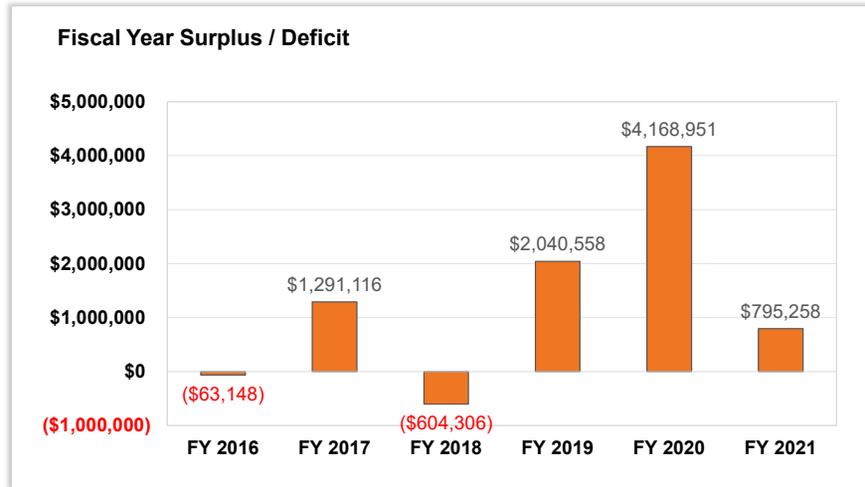
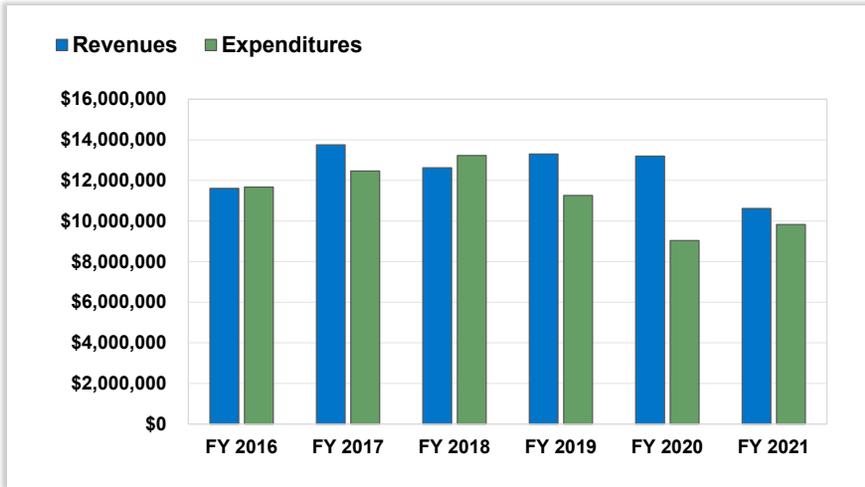
Historical Summary

	AFR		% Δ	AFR		% Δ	AFR		% Δ	BUDGET	
	FY 2016	FY 2017		FY 2018	FY 2019		FY 2020	FY 2021		% Δ	
REVENUE											
Local	\$7,489,190	\$7,429,769	-0.79%	\$8,026,028	8.03%	\$8,701,021	8.41%	\$8,602,927	-1.13%	\$8,622,204	0.22%
State	\$4,117,891	\$6,323,061	53.55%	\$4,600,000	-27.25%	\$4,600,000	0.00%	\$4,600,000	0.00%	\$2,000,000	-56.52%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$11,607,081	\$13,752,830	18.49%	\$12,626,028	-8.19%	\$13,301,021	5.35%	\$13,202,927	-0.74%	\$10,622,204	-19.55%
EXPENDITURES											
Salary and Benefit Costs	\$1,304,551	\$1,363,896	4.55%	\$1,412,017	3.53%	\$1,513,116	7.16%	\$1,590,656	5.12%	\$1,700,340	6.90%
Other	\$10,365,678	\$11,097,818	7.06%	\$11,818,317	6.49%	\$9,747,347	-17.52%	\$7,443,320	-23.64%	\$8,126,606	9.18%
TOTAL EXPENDITURES	\$11,670,229	\$12,461,714	6.78%	\$13,230,334	6.17%	\$11,260,463	-14.89%	\$9,033,976	-19.77%	\$9,826,946	8.78%
SURPLUS / DEFICIT	(\$63,148)	\$1,291,116		(\$604,306)		\$2,040,558		\$4,168,951		\$795,258	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$3,400,000		\$0	
Other Financing Uses	(\$155,780)	(\$155,413)		(\$155,060)		(\$154,320)		(\$3,553,240)		\$0	
TOTAL OTHER FIN. SOURCES / USES	(\$155,780)	(\$155,413)		(\$155,060)		(\$154,320)		(\$153,240)		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$218,928)	\$1,135,703		(\$759,366)		\$1,886,238		\$4,015,711		\$795,258	
BEGINNING FUND BALANCE	\$336,497	\$117,569		\$1,253,272		\$493,906		\$2,380,144		\$6,395,855	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$117,569	\$1,253,272		\$493,906		\$2,380,144		\$6,395,855		\$7,191,113	
FUND BALANCE AS % OF EXPENDITURES	1.01%	10.06%		3.73%		21.14%		70.80%		73.18%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	0.12	1.21		0.45		2.54		8.50		8.78	

Operations and Maintenance Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary



Debt Service Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

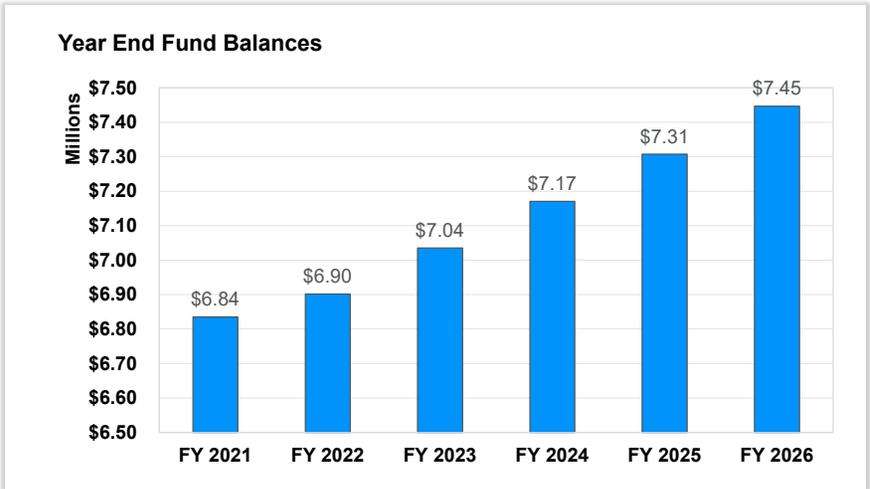
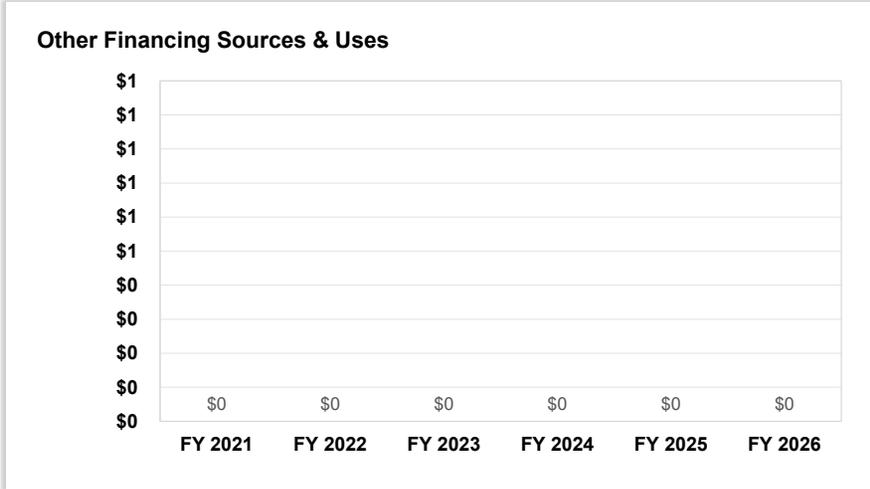
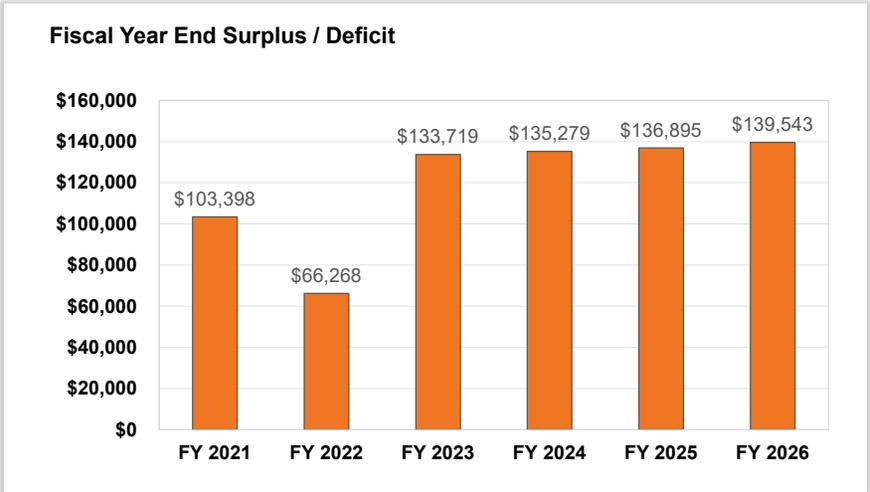
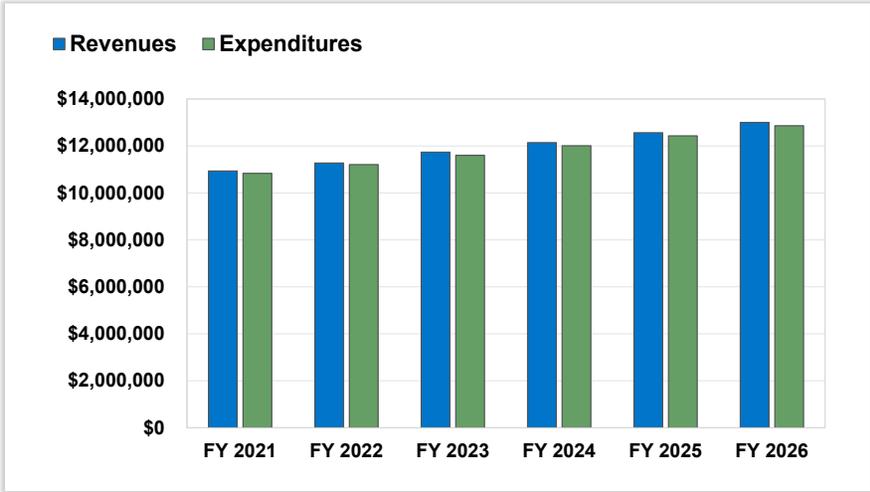
Projection Summary

	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
REVENUE											
Local	\$10,932,298	\$11,274,179	3.13%	\$11,733,907	4.08%	\$12,141,474	3.47%	\$12,563,307	3.47%	\$12,999,543	3.47%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$10,932,298	\$11,274,179	3.13%	\$11,733,907	4.08%	\$12,141,474	3.47%	\$12,563,307	3.47%	\$12,999,543	3.47%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$10,828,900	\$11,207,911	3.50%	\$11,600,188	3.50%	\$12,006,195	3.50%	\$12,426,412	3.50%	\$12,860,000	3.49%
TOTAL EXPENDITURES	\$10,828,900	\$11,207,911	3.50%	\$11,600,188	3.50%	\$12,006,195	3.50%	\$12,426,412	3.50%	\$12,860,000	3.49%
SURPLUS / DEFICIT	\$103,398	\$66,268		\$133,719		\$135,279		\$136,895		\$139,543	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0									
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$103,398	\$66,268		\$133,719		\$135,279		\$136,895		\$139,543	
BEGINNING FUND BALANCE	\$6,731,776	\$6,835,174		\$6,901,441		\$7,035,160		\$7,170,439		\$7,307,333	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0									
PROJECTED YEAR END BALANCE	\$6,835,174	\$6,901,441		\$7,035,160		\$7,170,439		\$7,307,333		\$7,446,876	
FUND BALANCE AS % OF EXPENDITURES	63.12%	61.58%		60.65%		59.72%		58.80%		57.91%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	7.57	7.39		7.28		7.17		7.06		6.95	

Debt Service Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



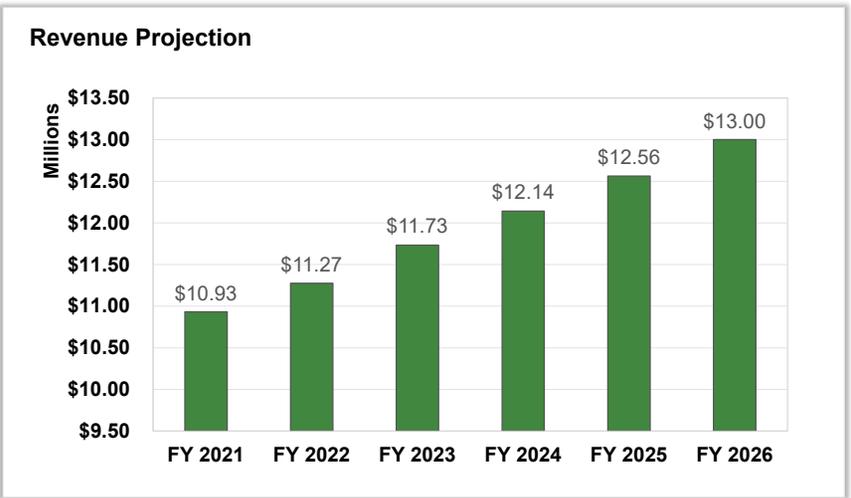
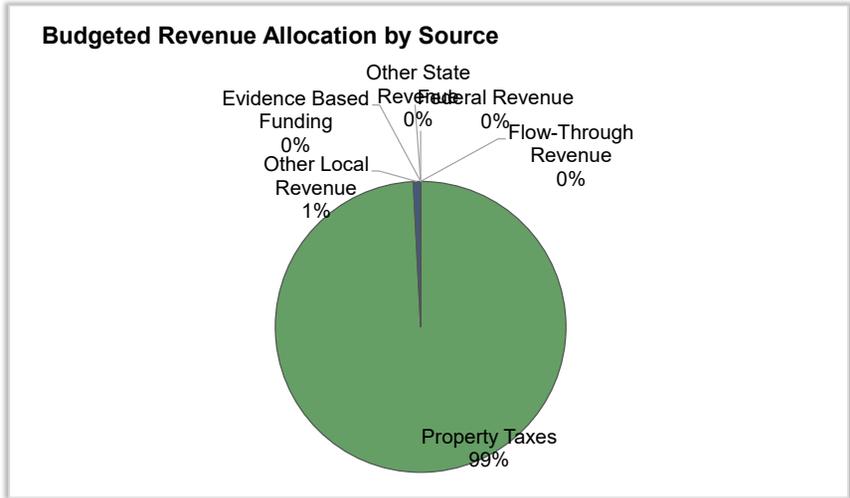
Debt Service Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
LOCAL											
Property Taxes	\$10,843,179	\$11,261,382	3.86%	\$11,644,788	3.40%	\$12,052,355	3.50%	\$12,474,188	3.50%	\$12,910,424	3.50%
Other Local Revenue	\$89,119	\$12,797	-85.64%	\$89,119	596.42%	\$89,119	0.00%	\$89,119	0.00%	\$89,119	0.00%
TOTAL LOCAL REVENUE	\$10,932,298	\$11,274,179	3.13%	\$11,733,907	4.08%	\$12,141,474	3.47%	\$12,563,307	3.47%	\$12,999,543	3.47%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0									
TOTAL FEDERAL REVENUE	\$0	\$0									
FLOW-THROUGH REVENUE	\$0	\$0									
TOTAL REVENUE	\$10,932,298	\$11,274,179	3.13%	\$11,733,907	4.08%	\$12,141,474	3.47%	\$12,563,307	3.47%	\$12,999,543	3.47%

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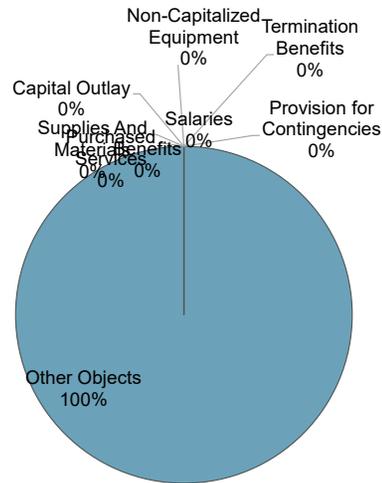
Debt Service Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

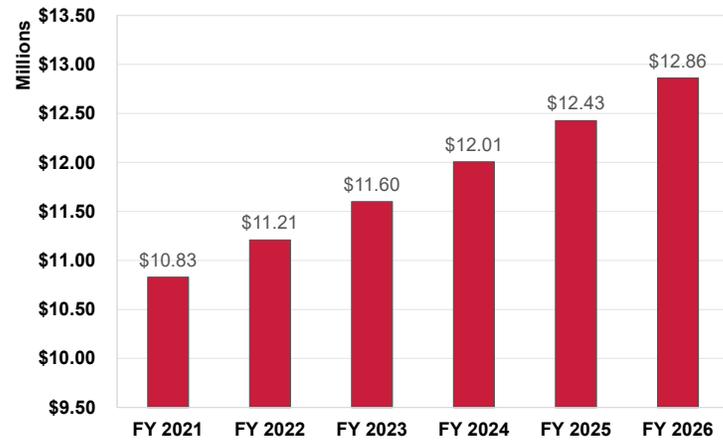
Expenditure Analysis

	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL SALARIES & BENEFITS	\$0	\$0									
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$10,828,900	\$11,207,911	3.50%	\$11,600,188	3.50%	\$12,006,195	3.50%	\$12,426,412	3.50%	\$12,860,000	3.49%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$10,828,900	\$11,207,911	3.50%	\$11,600,188	3.50%	\$12,006,195	3.50%	\$12,426,412	3.50%	\$12,860,000	3.49%
TOTAL EXPENDITURES	\$10,828,900	\$11,207,911	3.50%	\$11,600,188	3.50%	\$12,006,195	3.50%	\$12,426,412	3.50%	\$12,860,000	3.49%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Debt Service Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

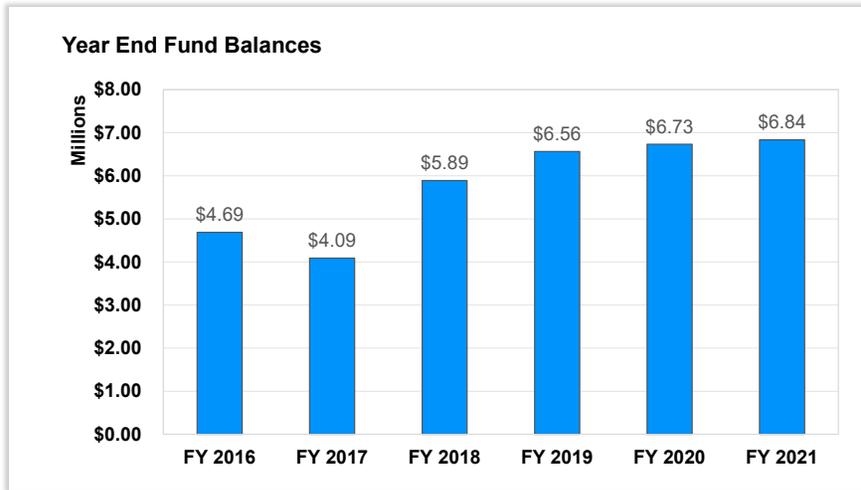
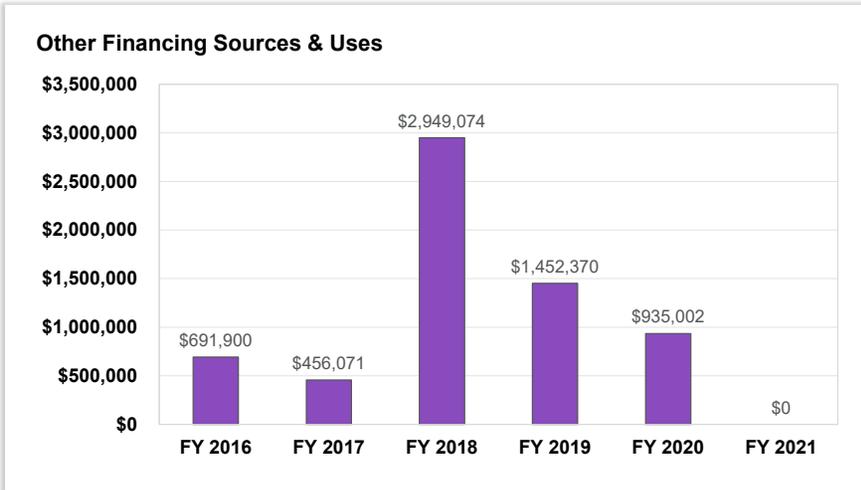
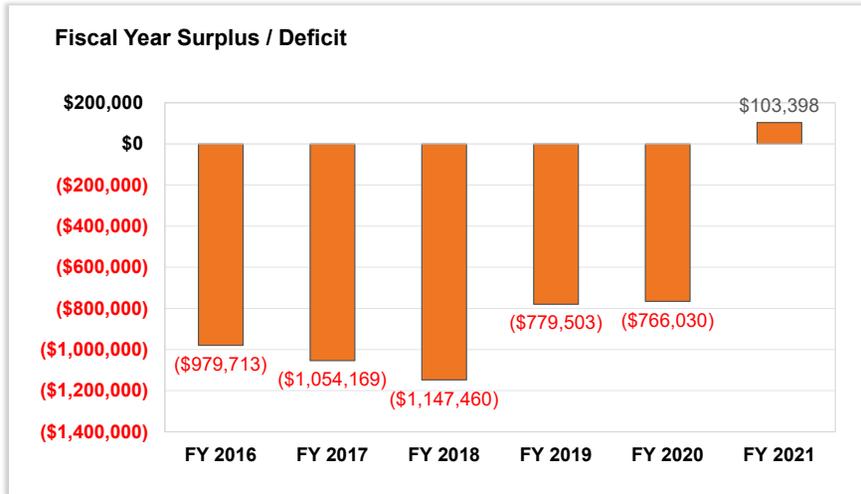
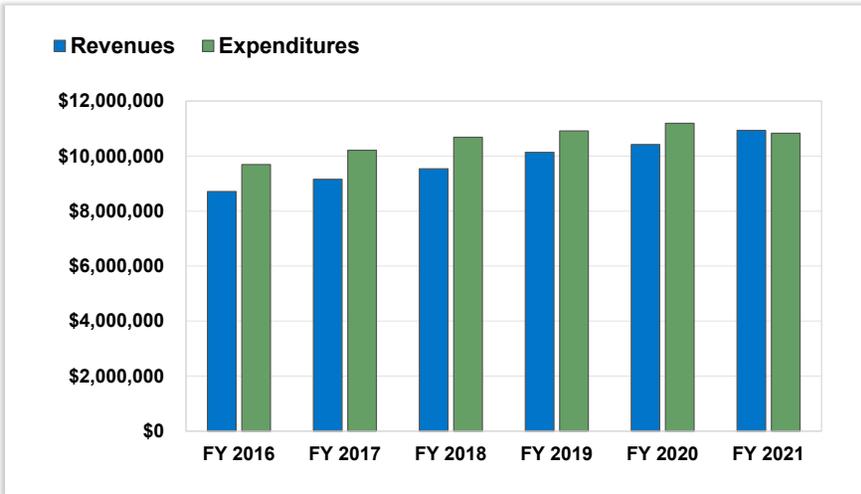
Historical Summary

	AFR		% Δ	AFR		% Δ	AFR		% Δ	BUDGET	
	FY 2016	FY 2017		FY 2018	FY 2019		FY 2020	FY 2021		% Δ	
REVENUE											
Local	\$8,709,820	\$9,159,642	5.16%	\$9,536,031	4.11%	\$10,132,863	6.26%	\$10,423,412	2.87%	\$10,932,298	4.88%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$8,709,820	\$9,159,642	5.16%	\$9,536,031	4.11%	\$10,132,863	6.26%	\$10,423,412	2.87%	\$10,932,298	4.88%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$9,689,533	\$10,213,811	5.41%	\$10,683,491	4.60%	\$10,912,366	2.14%	\$11,189,442	2.54%	\$10,828,900	-3.22%
TOTAL EXPENDITURES	\$9,689,533	\$10,213,811	5.41%	\$10,683,491	4.60%	\$10,912,366	2.14%	\$11,189,442	2.54%	\$10,828,900	-3.22%
SURPLUS / DEFICIT	(\$979,713)	(\$1,054,169)		(\$1,147,460)		(\$779,503)		(\$766,030)		\$103,398	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$5,852,026	\$456,071		\$12,782,047		\$7,658,916		\$935,002		\$0	
Other Financing Uses	(\$5,160,126)	\$0		(\$9,832,973)		(\$6,206,546)		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$691,900	\$456,071		\$2,949,074		\$1,452,370		\$935,002		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$287,813)	(\$598,098)		\$1,801,614		\$672,867		\$168,972		\$103,398	
BEGINNING FUND BALANCE	\$4,974,234	\$4,686,421		\$4,088,323		\$5,889,937		\$6,562,804		\$6,731,776	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$4,686,421	\$4,088,323		\$5,889,937		\$6,562,804		\$6,731,776		\$6,835,174	
FUND BALANCE AS % OF EXPENDITURES	48.37%	40.03%		55.13%		60.14%		60.16%		63.12%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	5.80	4.80		6.62		7.22		7.22		7.57	

Debt Service Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary



Transportation Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

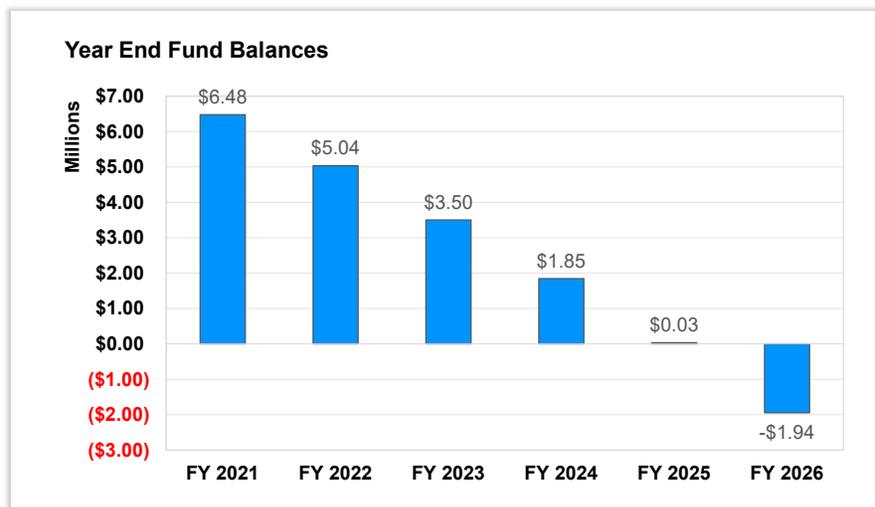
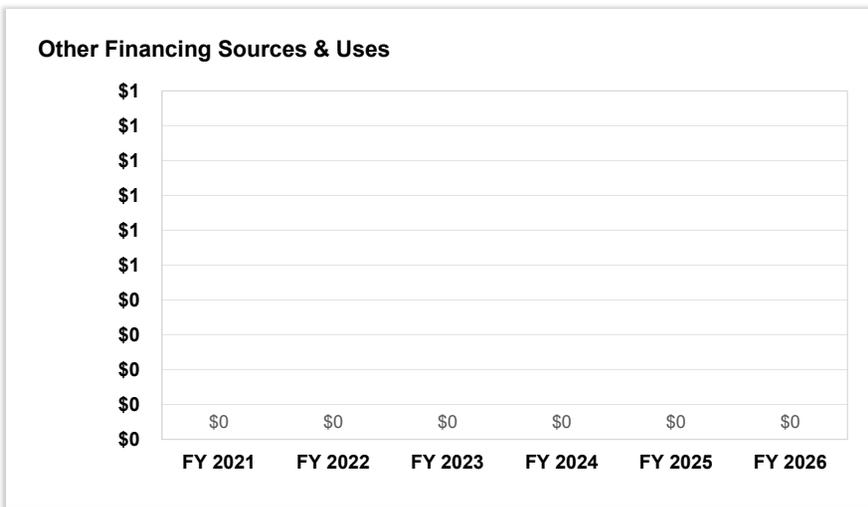
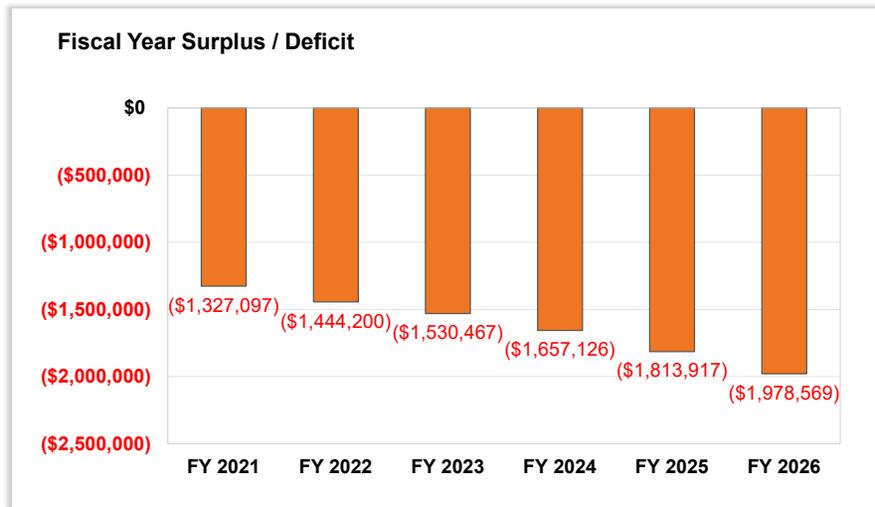
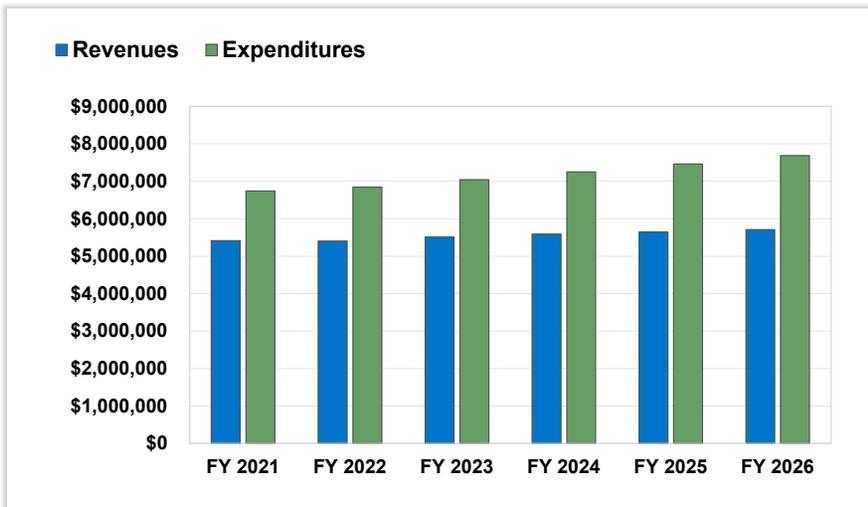
Projection Summary

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
REVENUE											
Local	\$2,276,081	\$2,265,583	-0.46%	\$2,376,257	4.89%	\$2,454,809	3.31%	\$2,511,855	2.32%	\$2,570,043	2.32%
State	\$3,136,317	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$5,412,398	\$5,401,900	-0.19%	\$5,512,574	2.05%	\$5,591,126	1.42%	\$5,648,172	1.02%	\$5,706,360	1.03%
EXPENDITURES											
Salary and Benefit Costs	\$4,407,743	\$4,593,236	4.21%	\$4,777,361	4.01%	\$4,969,114	4.01%	\$5,168,821	4.02%	\$5,376,825	4.02%
Other	\$2,331,752	\$2,252,865	-3.38%	\$2,265,681	0.57%	\$2,279,138	0.59%	\$2,293,268	0.62%	\$2,308,105	0.65%
TOTAL EXPENDITURES	\$6,739,495	\$6,846,101	1.58%	\$7,043,042	2.88%	\$7,248,252	2.91%	\$7,462,090	2.95%	\$7,684,929	2.99%
SURPLUS / DEFICIT	(\$1,327,097)	(\$1,444,200)		(\$1,530,467)		(\$1,657,126)		(\$1,813,917)		(\$1,978,569)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$1,327,097)	(\$1,444,200)		(\$1,530,467)		(\$1,657,126)		(\$1,813,917)		(\$1,978,569)	
BEGINNING FUND BALANCE	\$7,806,417	\$6,479,320		\$5,035,120		\$3,504,652		\$1,847,527		\$33,610	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$6,479,320	\$5,035,120		\$3,504,652		\$1,847,527		\$33,610		(\$1,944,959)	
FUND BALANCE AS % OF EXPENDITURES	96.14%	73.55%		49.76%		25.49%		0.45%		-25.31%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	11.54	8.83		5.97		3.06		0.05		-3.04	

Transportation Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



Transportation Fund

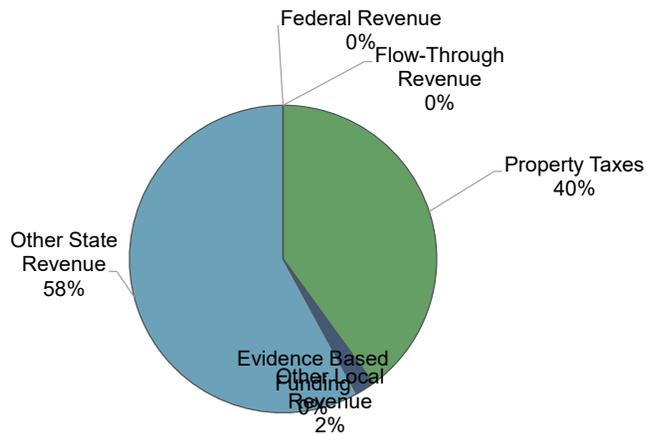
Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

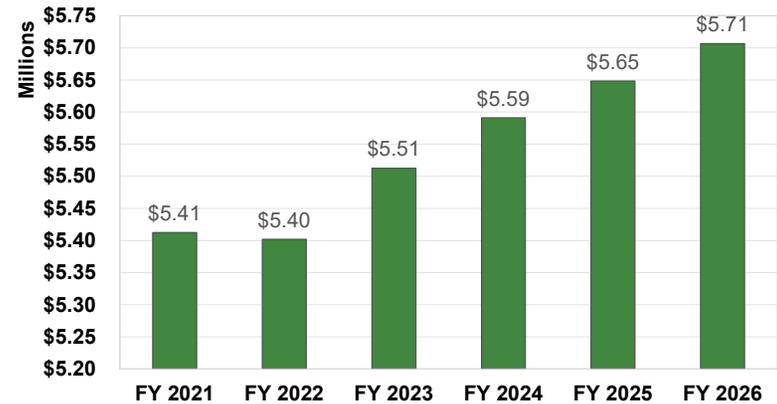
	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
LOCAL											
Property Taxes	\$2,165,005	\$2,189,942	1.15%	\$2,265,181	3.44%	\$2,343,733	3.47%	\$2,400,779	2.43%	\$2,458,967	2.42%
Other Local Revenue	\$111,076	\$75,641	-31.90%	\$111,076	46.85%	\$111,076	0.00%	\$111,076	0.00%	\$111,076	0.00%
TOTAL LOCAL REVENUE	\$2,276,081	\$2,265,583	-0.46%	\$2,376,257	4.89%	\$2,454,809	3.31%	\$2,511,855	2.32%	\$2,570,043	2.32%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$3,136,317	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%
TOTAL STATE REVENUE	\$3,136,317	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%	\$3,136,317	0.00%
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$5,412,398	\$5,401,900	-0.19%	\$5,512,574	2.05%	\$5,591,126	1.42%	\$5,648,172	1.02%	\$5,706,360	1.03%

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Budgeted Revenue Allocation by Source



Revenue Projection



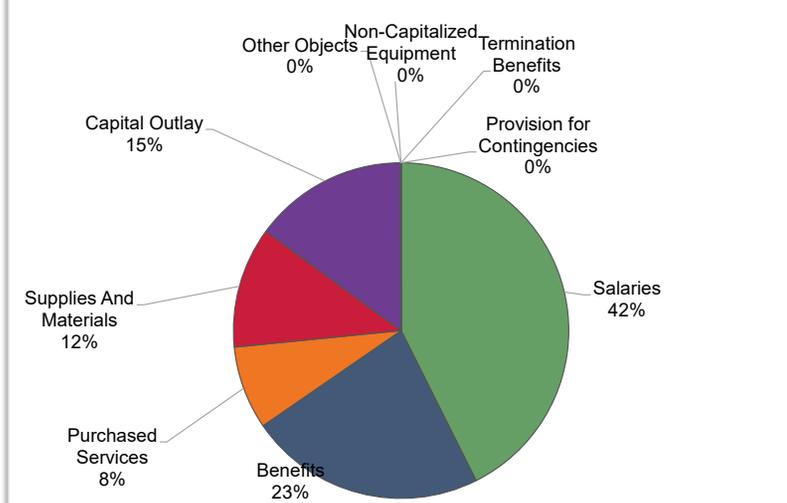
Transportation Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

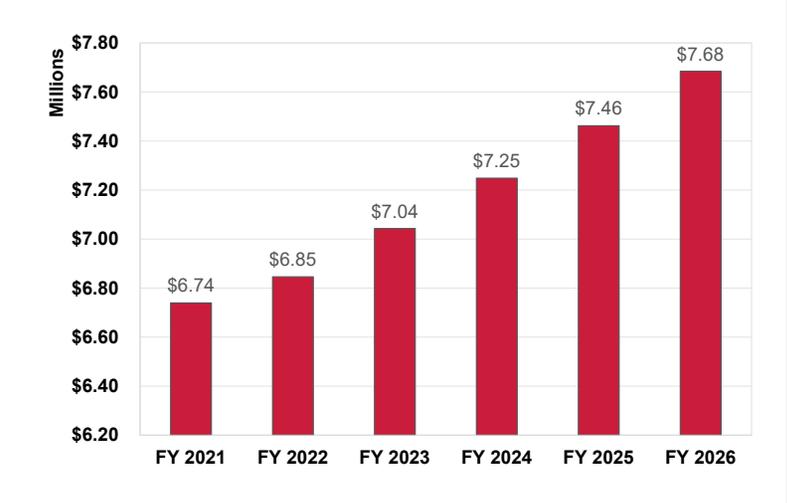
Expenditure Analysis

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$2,871,728	\$2,971,483	3.47%	\$3,074,706	3.47%	\$3,181,519	3.47%	\$3,292,046	3.47%	\$3,406,417	3.47%
Benefits	\$1,536,015	\$1,621,753	5.58%	\$1,702,655	4.99%	\$1,787,595	4.99%	\$1,876,776	4.99%	\$1,970,408	4.99%
TOTAL SALARIES & BENEFITS	\$4,407,743	\$4,593,236	4.21%	\$4,777,361	4.01%	\$4,969,114	4.01%	\$5,168,821	4.02%	\$5,376,825	4.02%
Purchased Services	\$540,533	\$461,646	-14.59%	\$474,462	2.78%	\$487,919	2.84%	\$502,049	2.90%	\$516,886	2.96%
Supplies And Materials	\$786,275	\$786,275	0.00%	\$786,275	0.00%	\$786,275	0.00%	\$786,275	0.00%	\$786,275	0.00%
Capital Outlay	\$1,000,000	\$1,000,000	0.00%	\$1,000,000	0.00%	\$1,000,000	0.00%	\$1,000,000	0.00%	\$1,000,000	0.00%
Other Objects	\$4,944	\$4,944	0.00%	\$4,944	0.00%	\$4,944	0.00%	\$4,944	0.00%	\$4,944	0.00%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$2,331,752	\$2,252,865	-3.38%	\$2,265,681	0.57%	\$2,279,138	0.59%	\$2,293,268	0.62%	\$2,308,105	0.65%
TOTAL EXPENDITURES	\$6,739,495	\$6,846,101	1.58%	\$7,043,042	2.88%	\$7,248,252	2.91%	\$7,462,090	2.95%	\$7,684,929	2.99%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Transportation Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

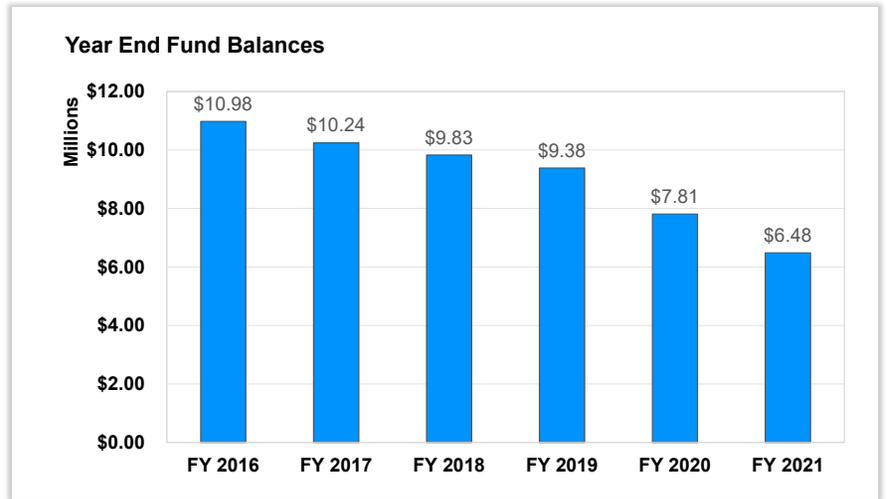
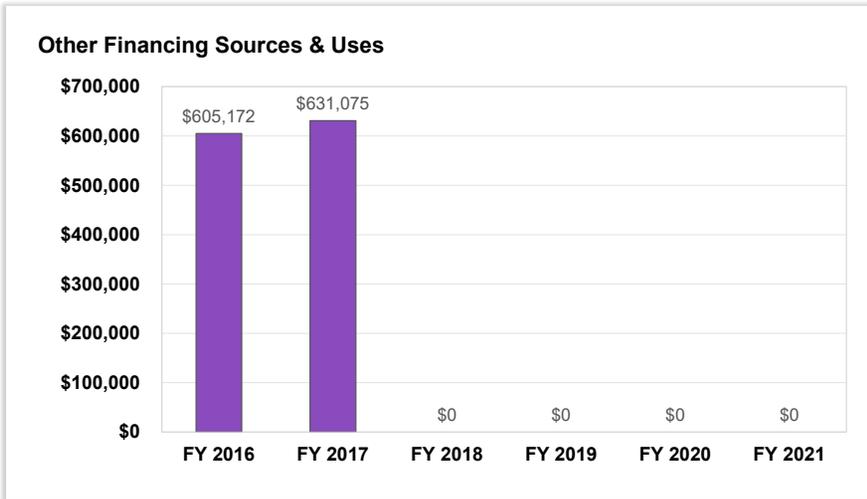
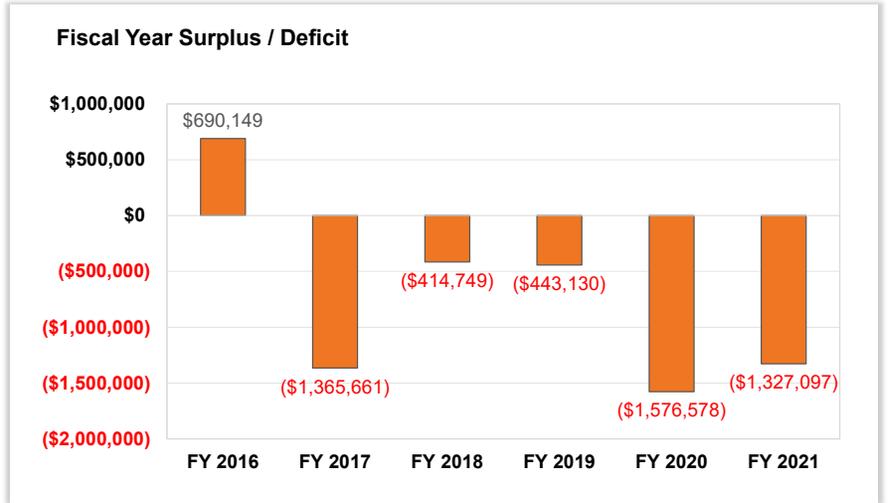
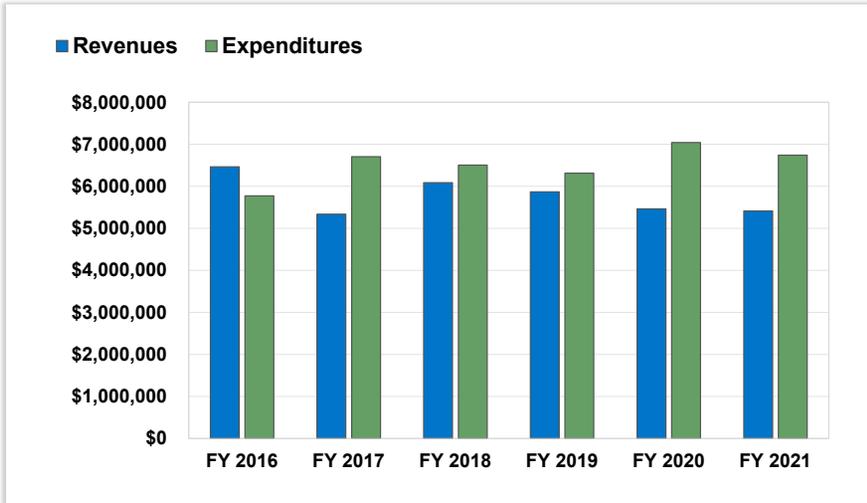
	AFR		% Δ	AFR		% Δ	AFR		% Δ	BUDGET	
	FY 2016	FY 2017		FY 2018	FY 2019		FY 2020	FY 2021		% Δ	
REVENUE											
Local	\$4,341,068	\$3,536,184	-18.54%	\$2,726,391	-22.90%	\$2,511,197	-7.89%	\$2,154,207	-14.22%	\$2,276,081	5.66%
State	\$2,123,095	\$1,802,935	-15.08%	\$3,362,200	86.48%	\$3,358,009	-0.12%	\$3,309,292	-1.45%	\$3,136,317	-5.23%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$6,464,163	\$5,339,119	-17.40%	\$6,088,591	14.04%	\$5,869,206	-3.60%	\$5,463,499	-6.91%	\$5,412,398	-0.94%
EXPENDITURES											
Salary and Benefit Costs	\$3,278,171	\$3,268,367	-0.30%	\$3,930,554	20.26%	\$3,734,187	-5.00%	\$3,692,430	-1.12%	\$4,407,743	19.37%
Other	\$2,495,843	\$3,436,413	37.69%	\$2,572,786	-25.13%	\$2,578,149	0.21%	\$3,347,647	29.85%	\$2,331,752	-30.35%
TOTAL EXPENDITURES	\$5,774,014	\$6,704,780	16.12%	\$6,503,340	-3.00%	\$6,312,336	-2.94%	\$7,040,077	11.53%	\$6,739,495	-4.27%
SURPLUS / DEFICIT	\$690,149	(\$1,365,661)		(\$414,749)		(\$443,130)		(\$1,576,578)		(\$1,327,097)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$605,172	\$631,075		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$605,172	\$631,075		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$1,295,321	(\$734,586)		(\$414,749)		(\$443,130)		(\$1,576,578)		(\$1,327,097)	
BEGINNING FUND BALANCE	\$9,680,139	\$10,975,460		\$10,240,874		\$9,826,125		\$9,382,995		\$7,806,417	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$10,975,460	\$10,240,874		\$9,826,125		\$9,382,995		\$7,806,417		\$6,479,320	
FUND BALANCE AS % OF EXPENDITURES	190.08%	152.74%		151.09%		148.65%		110.89%		96.14%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	22.81	18.33		18.13		17.84		13.31		11.54	

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Transportation Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary



Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

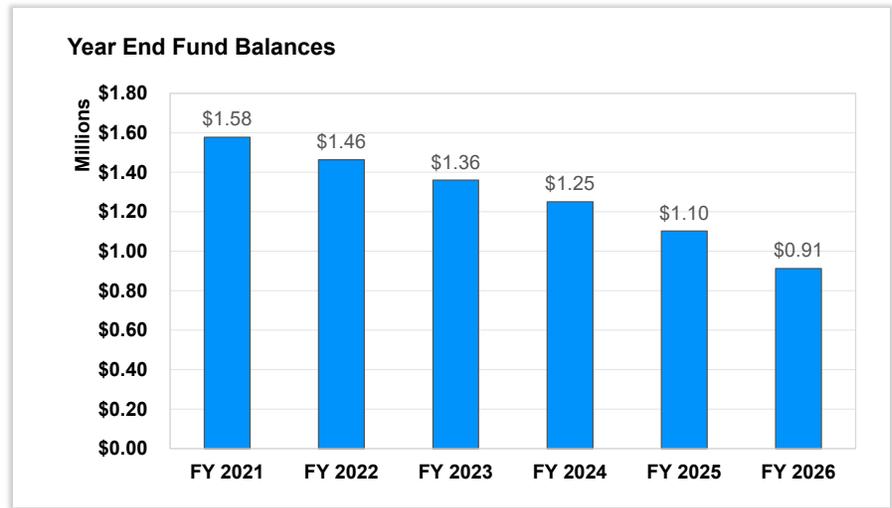
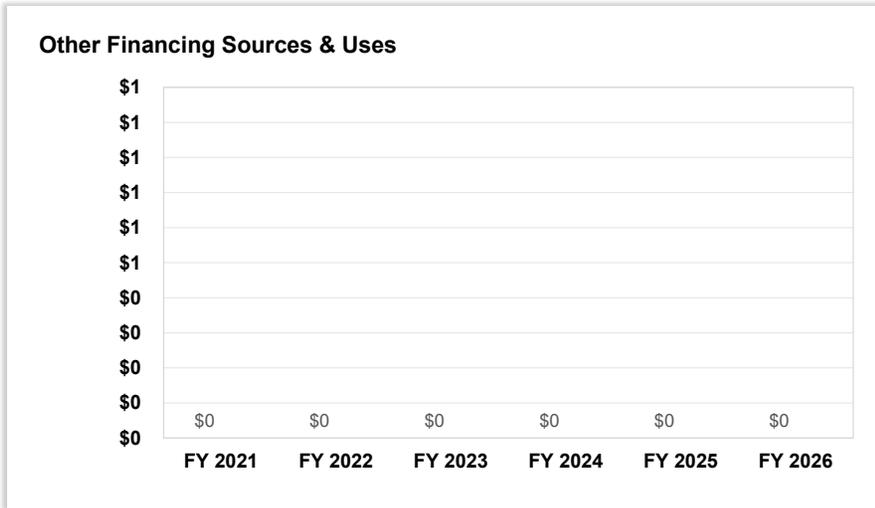
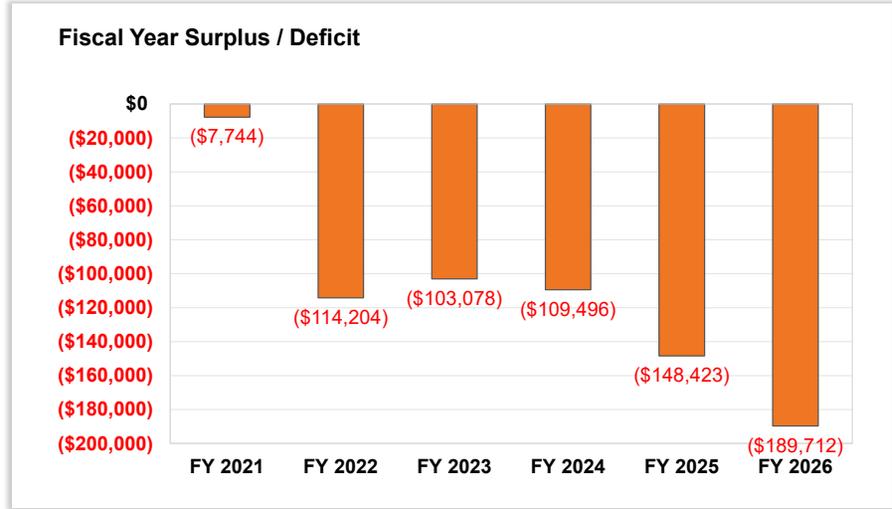
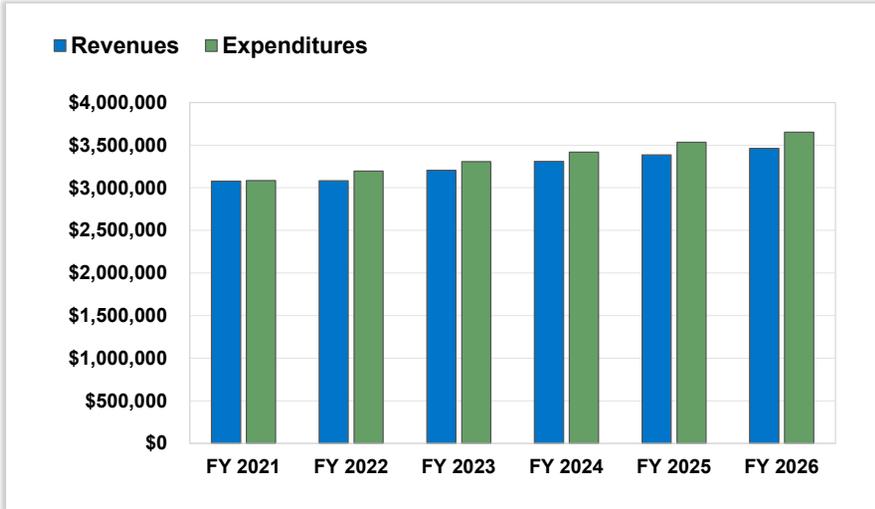
Projection Summary

	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
REVENUE											
Local	\$3,077,304	\$3,082,231	0.16%	\$3,204,158	3.96%	\$3,308,685	3.26%	\$3,384,596	2.29%	\$3,462,025	2.29%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$3,077,304	\$3,082,231	0.16%	\$3,204,158	3.96%	\$3,308,685	3.26%	\$3,384,596	2.29%	\$3,462,025	2.29%
EXPENDITURES											
Salary and Benefit Costs	\$3,085,049	\$3,196,435	3.61%	\$3,307,236	3.47%	\$3,418,182	3.35%	\$3,533,019	3.36%	\$3,651,737	3.36%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$3,085,049	\$3,196,435	3.61%	\$3,307,236	3.47%	\$3,418,182	3.35%	\$3,533,019	3.36%	\$3,651,737	3.36%
SURPLUS / DEFICIT	(\$7,744)	(\$114,204)		(\$103,078)		(\$109,496)		(\$148,423)		(\$189,712)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0									
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$7,744)	(\$114,204)		(\$103,078)		(\$109,496)		(\$148,423)		(\$189,712)	
BEGINNING FUND BALANCE	\$1,585,126	\$1,577,382		\$1,463,178		\$1,360,100		\$1,250,604		\$1,102,181	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0									
PROJECTED YEAR END BALANCE	\$1,577,382	\$1,463,178		\$1,360,100		\$1,250,604		\$1,102,181		\$912,469	
FUND BALANCE AS % OF EXPENDITURES	51.13%	45.78%		41.12%		36.59%		31.20%		24.99%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	6.14	5.49		4.93		4.39		3.74		3.00	

Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



Municipal Retirement / Social Security Fund

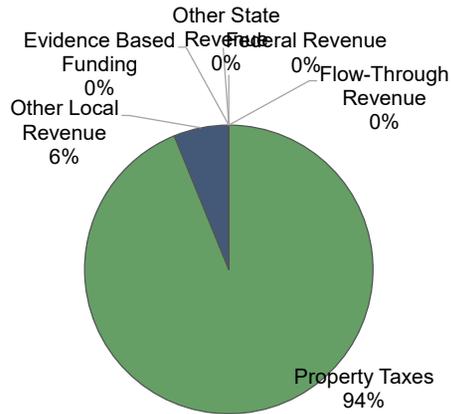
Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

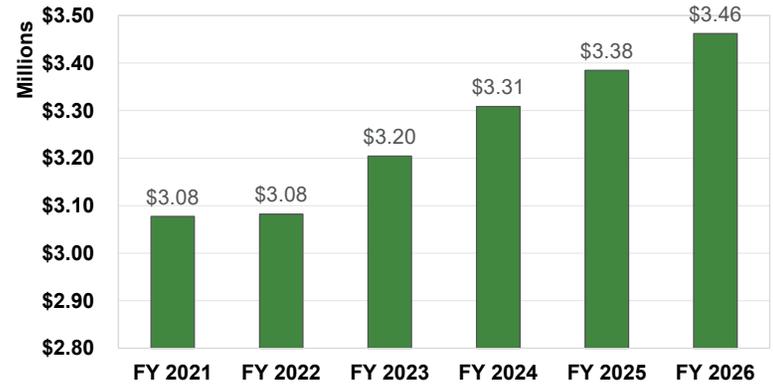
	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
LOCAL											
Property Taxes	\$2,887,392	\$2,914,125	0.93%	\$3,014,246	3.44%	\$3,118,773	3.47%	\$3,194,684	2.43%	\$3,272,113	2.42%
Other Local Revenue	\$189,912	\$168,106	-11.48%	\$189,912	12.97%	\$189,912	0.00%	\$189,912	0.00%	\$189,912	0.00%
TOTAL LOCAL REVENUE	\$3,077,304	\$3,082,231	0.16%	\$3,204,158	3.96%	\$3,308,685	3.26%	\$3,384,596	2.29%	\$3,462,025	2.29%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0									
TOTAL FEDERAL REVENUE	\$0	\$0									
FLOW-THROUGH REVENUE	\$0	\$0									
TOTAL REVENUE	\$3,077,304	\$3,082,231	0.16%	\$3,204,158	3.96%	\$3,308,685	3.26%	\$3,384,596	2.29%	\$3,462,025	2.29%

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Budgeted Revenue Allocation by Source



Revenue Projection



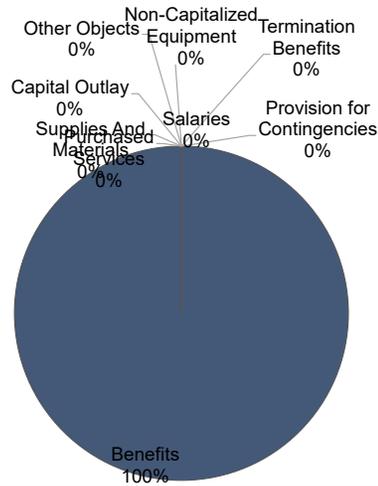
Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

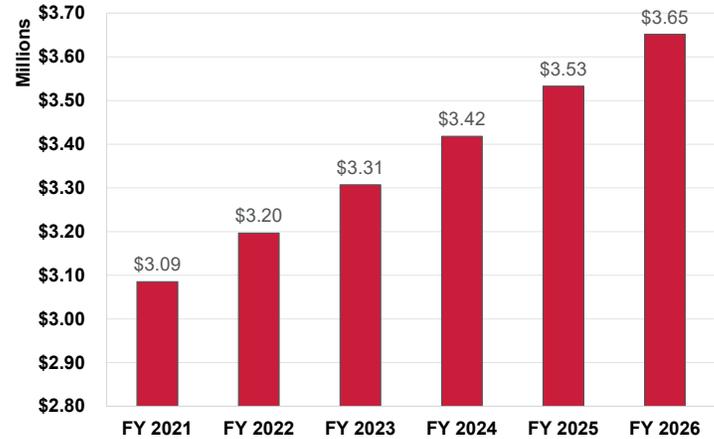
Expenditure Analysis

	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$3,085,049	\$3,196,435	3.61%	\$3,307,236	3.47%	\$3,418,182	3.35%	\$3,533,019	3.36%	\$3,651,737	3.36%
TOTAL SALARIES & BENEFITS	\$3,085,049	\$3,196,435	3.61%	\$3,307,236	3.47%	\$3,418,182	3.35%	\$3,533,019	3.36%	\$3,651,737	3.36%
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$0	\$0		\$0		\$0		\$0		\$0	
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$3,085,049	\$3,196,435	3.61%	\$3,307,236	3.47%	\$3,418,182	3.35%	\$3,533,019	3.36%	\$3,651,737	3.36%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

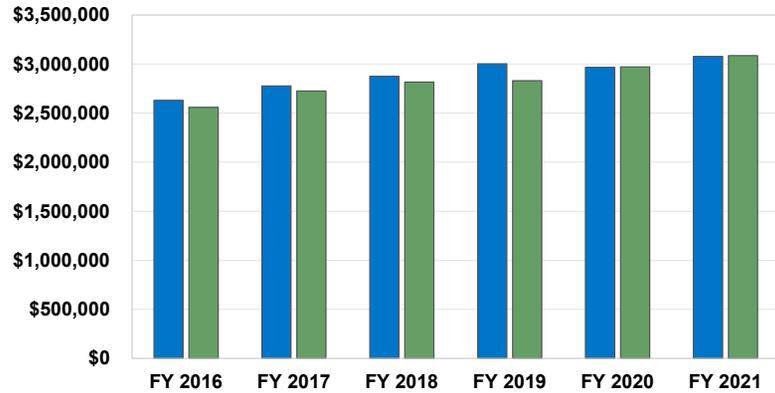
	AFR		AFR		AFR		AFR		AFR		BUDGET	
	FY 2016	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ	FY 2021	% Δ	
REVENUE												
Local	\$2,629,583	\$2,775,769	5.56%	\$2,875,343	3.59%	\$3,001,857	4.40%	\$2,965,777	-1.20%	\$3,077,304	3.76%	
State	\$0	\$0		\$0		\$0		\$0		\$0		
Federal	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL REVENUE	\$2,629,583	\$2,775,769	5.56%	\$2,875,343	3.59%	\$3,001,857	4.40%	\$2,965,777	-1.20%	\$3,077,304	3.76%	
EXPENDITURES												
Salary and Benefit Costs	\$2,558,222	\$2,724,863	6.51%	\$2,815,563	3.33%	\$2,830,656	0.54%	\$2,971,365	4.97%	\$3,085,049	3.83%	
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL EXPENDITURES	\$2,558,222	\$2,724,863	6.51%	\$2,815,563	3.33%	\$2,830,656	0.54%	\$2,971,365	4.97%	\$3,085,049	3.83%	
SURPLUS / DEFICIT	\$71,361	\$50,906		\$59,780		\$171,201		(\$5,588)		(\$7,744)		
OTHER FINANCING SOURCES / USES												
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0		
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0		
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$71,361	\$50,906		\$59,780		\$171,201		(\$5,588)		(\$7,744)		
BEGINNING FUND BALANCE	\$1,237,466	\$1,308,827		\$1,359,733		\$1,419,513		\$1,590,714		\$1,585,126		
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0		
YEAR END BALANCE	\$1,308,827	\$1,359,733		\$1,419,513		\$1,590,714		\$1,585,126		\$1,577,382		
FUND BALANCE AS % OF EXPENDITURES	51.16%	49.90%		50.42%		56.20%		53.35%		51.13%		
FUND BALANCE AS # OF MONTHS OF EXPEND.	6.14	5.99		6.05		6.74		6.40		6.14		

Municipal Retirement / Social Security Fund

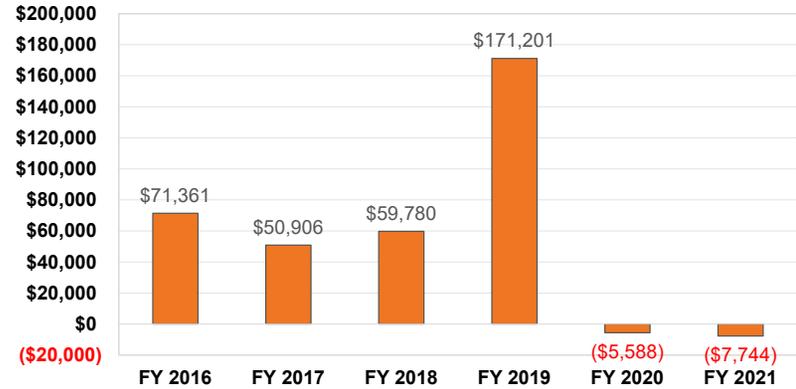
Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

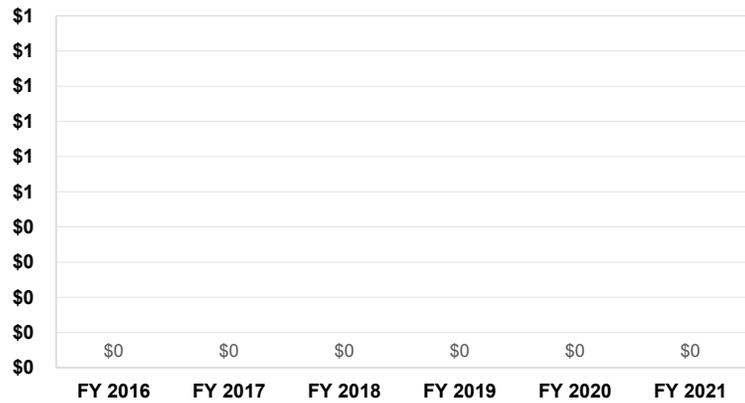
■ Revenues ■ Expenditures



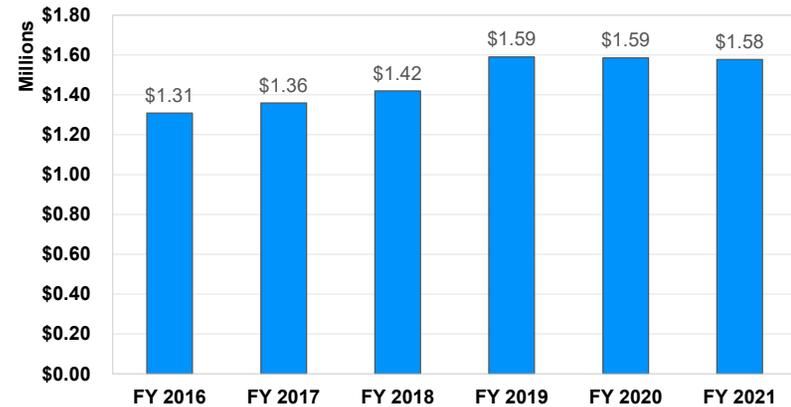
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



Capital Project Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary

	BUDGET FY 2021	PROJECTED FY 2022	% Δ	PROJECTED FY 2023	% Δ	PROJECTED FY 2024	% Δ	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ
REVENUE											
Local	\$109,548	\$101,371	-7.46%	\$109,548	8.07%	\$109,548	0.00%	\$109,548	0.00%	\$109,548	0.00%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$109,548	\$101,371	-7.46%	\$109,548	8.07%	\$109,548	0.00%	\$109,548	0.00%	\$109,548	0.00%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$716,050	\$712,060	-0.56%	\$472,331	-33.67%	\$474,996	0.56%	\$467,498	-1.58%	\$0	-100.00%
TOTAL EXPENDITURES	\$716,050	\$712,060	-0.56%	\$472,331	-33.67%	\$474,996	0.56%	\$467,498	-1.58%	\$0	-100.00%
SURPLUS / DEFICIT	(\$606,502)	(\$610,689)		(\$362,783)		(\$365,448)		(\$357,950)		\$109,548	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$606,502)	(\$610,689)		(\$362,783)		(\$365,448)		(\$357,950)		\$109,548	
BEGINNING FUND BALANCE	\$2,329,154	\$1,722,652		\$1,111,964		\$749,181		\$383,733		\$25,784	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$1,722,652	\$1,111,964		\$749,181		\$383,733		\$25,784		\$135,332	
FUND BALANCE AS % OF EXPENDITURES	240.58%	156.16%		158.61%		80.79%		5.52%		#DIV/0!	
FUND BALANCE AS # OF MONTHS OF EXPEND.	28.87	18.74		19.03		9.69		0.66		#DIV/0!	

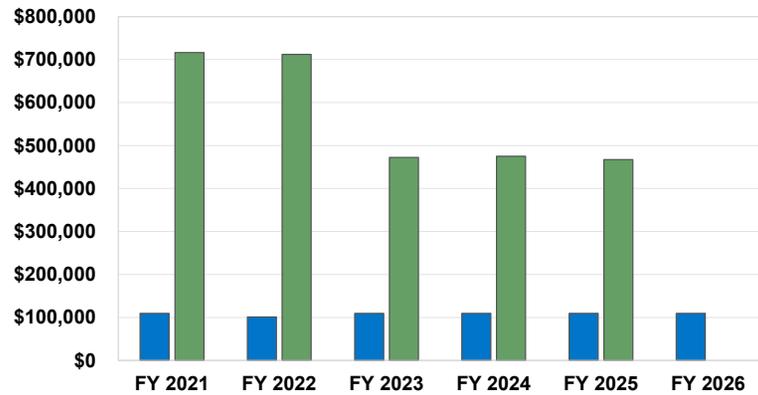
81

Capital Project Fund

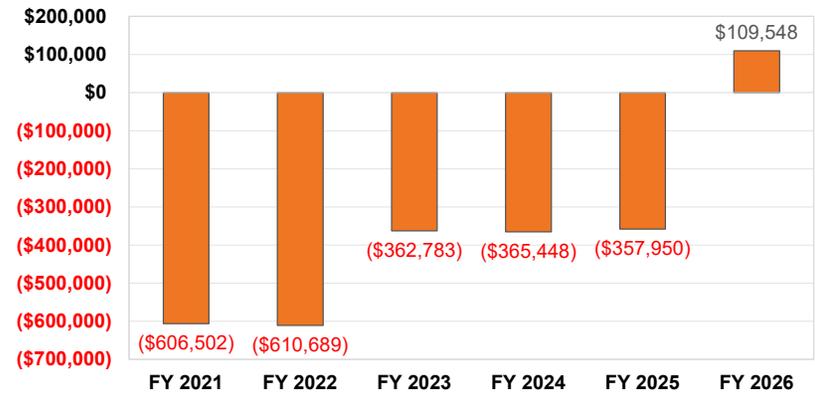
Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary

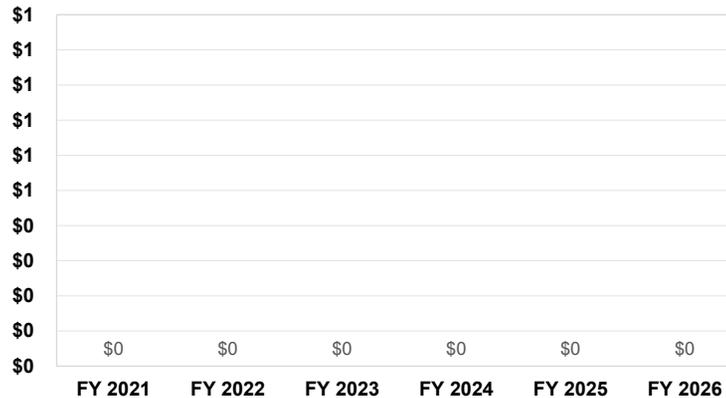
■ Revenues ■ Expenditures



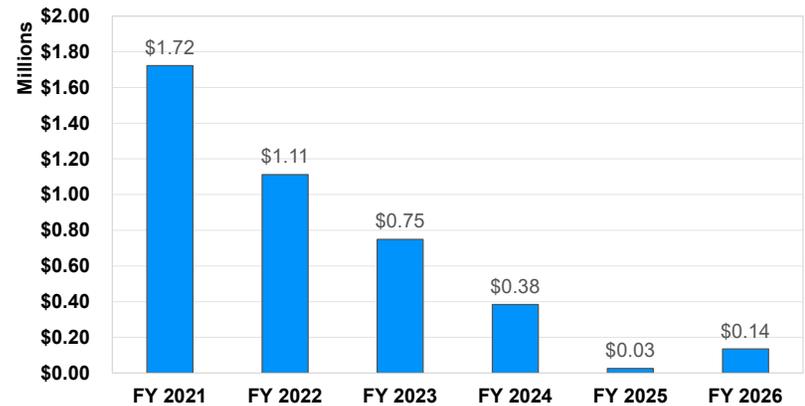
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



Capital Projects Fund

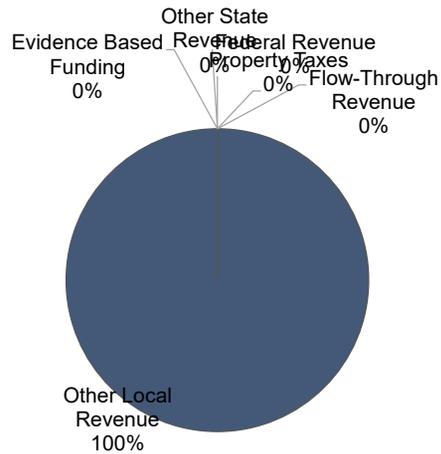
Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

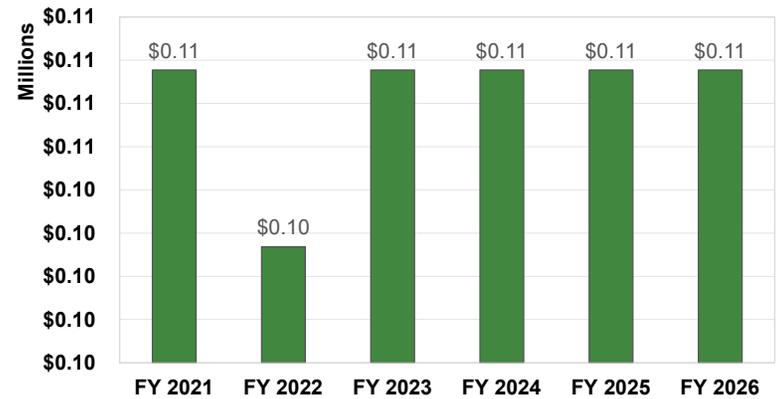
	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
LOCAL											
Property Taxes	\$0	\$0		\$0		\$0		\$0		\$0	
Other Local Revenue	\$109,548	\$101,371	-7.46%	\$109,548	8.07%	\$109,548	0.00%	\$109,548	0.00%	\$109,548	0.00%
TOTAL LOCAL REVENUE	\$109,548	\$101,371	-7.46%	\$109,548	8.07%	\$109,548	0.00%	\$109,548	0.00%	\$109,548	0.00%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$109,548	\$101,371	-7.46%	\$109,548	8.07%	\$109,548	0.00%	\$109,548	0.00%	\$109,548	0.00%

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Budgeted Revenue Allocation by Source



Revenue Projection



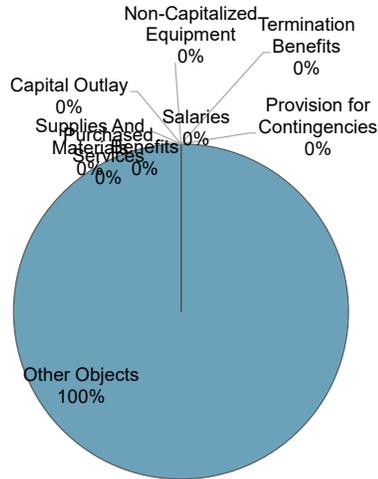
Capital Funds Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

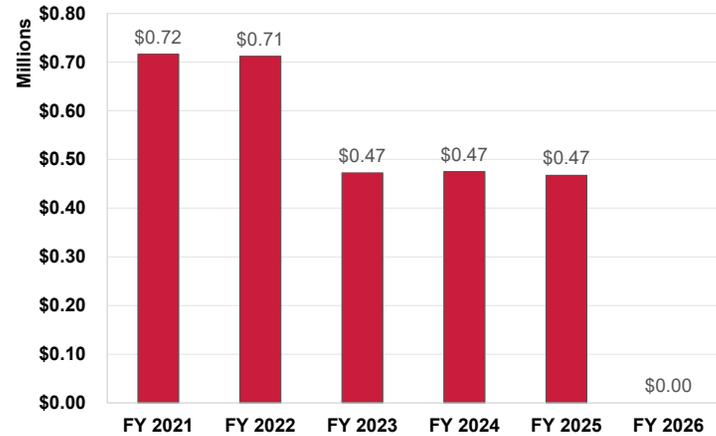
Expenditure Analysis

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED			
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL SALARIES & BENEFITS	\$0	\$0		\$0		\$0		\$0		\$0	
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$716,050	\$712,060	-0.56%	\$472,331	-33.67%	\$474,996	0.56%	\$467,498	-1.58%	\$0	-100.00%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$716,050	\$712,060	-0.56%	\$472,331	-33.67%	\$474,996	0.56%	\$467,498	-1.58%	\$0	-100.00%
TOTAL EXPENDITURES	\$716,050	\$712,060	-0.56%	\$472,331	-33.67%	\$474,996	0.56%	\$467,498	-1.58%	\$0	-100.00%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Capital Project Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

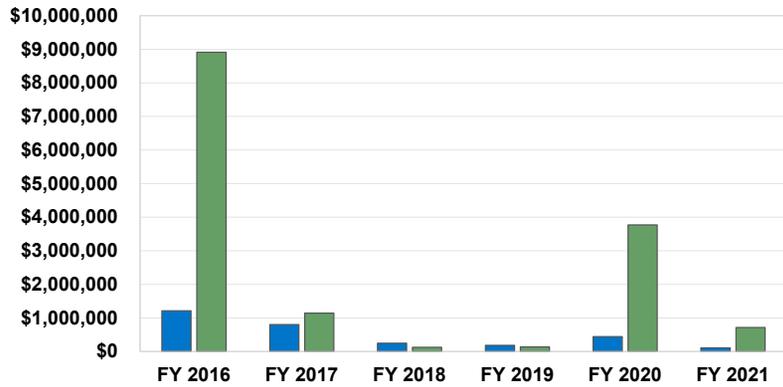
	AFR		AFR		AFR		AFR		AFR		BUDGET	
	FY 2016	FY 2017	% Δ	FY 2018	% Δ	FY 2019	% Δ	FY 2020	% Δ	FY 2021	% Δ	
REVENUE												
Local	\$1,211,629	\$565,668	-53.31%	\$246,897	-56.35%	\$184,996	-25.07%	\$445,905	141.03%	\$109,548	-75.43%	
State	\$0	\$237,227		\$0	-100.00%	\$0		\$0		\$0		
Federal	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL REVENUE	\$1,211,629	\$802,895	-33.73%	\$246,897	-69.25%	\$184,996	-25.07%	\$445,905	141.03%	\$109,548	-75.43%	
EXPENDITURES												
Salary and Benefit Costs	\$20,254	\$0	-100.00%	\$0		\$0		\$0		\$0		
Other	\$8,888,688	\$1,144,674	-87.12%	\$125,611	-89.03%	\$139,093	10.73%	\$3,766,713	2608.05%	\$716,050	-80.99%	
TOTAL EXPENDITURES	\$8,908,942	\$1,144,674	-87.15%	\$125,611	-89.03%	\$139,093	10.73%	\$3,766,713	2608.05%	\$716,050	-80.99%	
SURPLUS / DEFICIT	(\$7,697,313)	(\$341,779)		\$121,286		\$45,903		(\$3,320,808)		(\$606,502)		
OTHER FINANCING SOURCES / USES												
Other Financing Sources	\$0	\$0		\$0		\$0		\$3,400,000		\$0		
Other Financing Uses	(\$408,094)	(\$238,075)		(\$2,565,401)		(\$1,112,831)		(\$714,651)		\$0		
TOTAL OTHER FIN. SOURCES / USES	(\$408,094)	(\$238,075)		(\$2,565,401)		(\$1,112,831)		\$2,685,349		\$0		
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$8,105,407)	(\$579,854)		(\$2,444,115)		(\$1,066,928)		(\$635,459)		(\$606,502)		
BEGINNING FUND BALANCE	\$15,160,917	\$7,055,510		\$6,475,656		\$4,031,541		\$2,964,613		\$2,329,154		
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0		
YEAR END BALANCE	\$7,055,510	\$6,475,656		\$4,031,541		\$2,964,613		\$2,329,154		\$1,722,652		
FUND BALANCE AS % OF EXPENDITURES	79.20%	565.72%		3209.54%		2131.39%		61.84%		240.58%		
FUND BALANCE AS # OF MONTHS OF EXPEND.	9.50	67.89		385.15		255.77		7.42		28.87		

Capital Project Fund

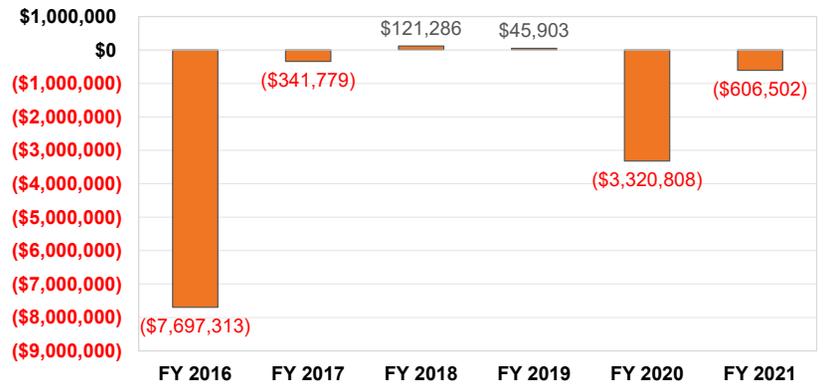
Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

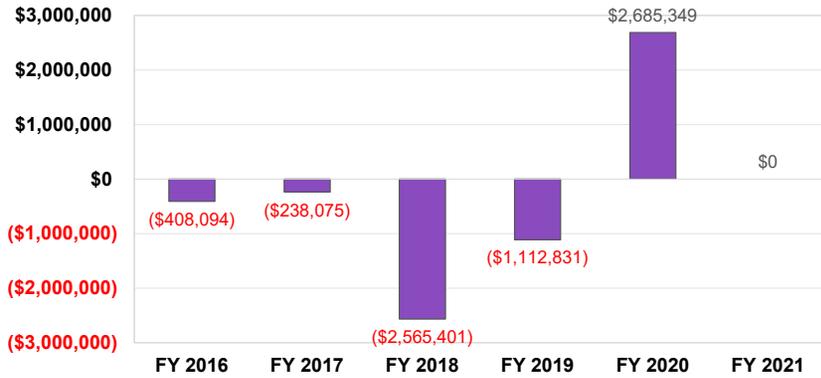
■ Revenues ■ Expenditures



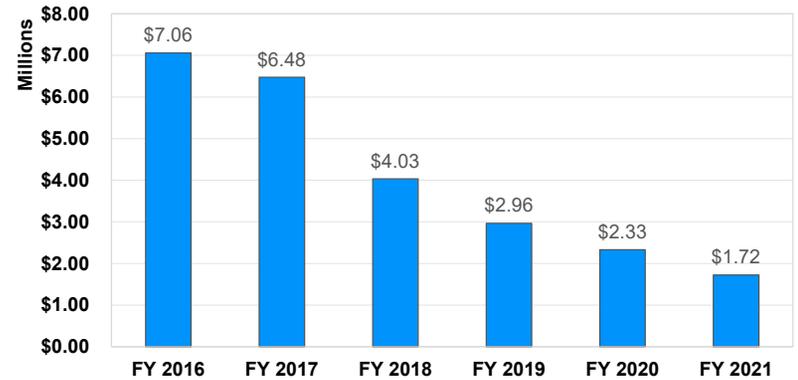
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



Working Cash Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

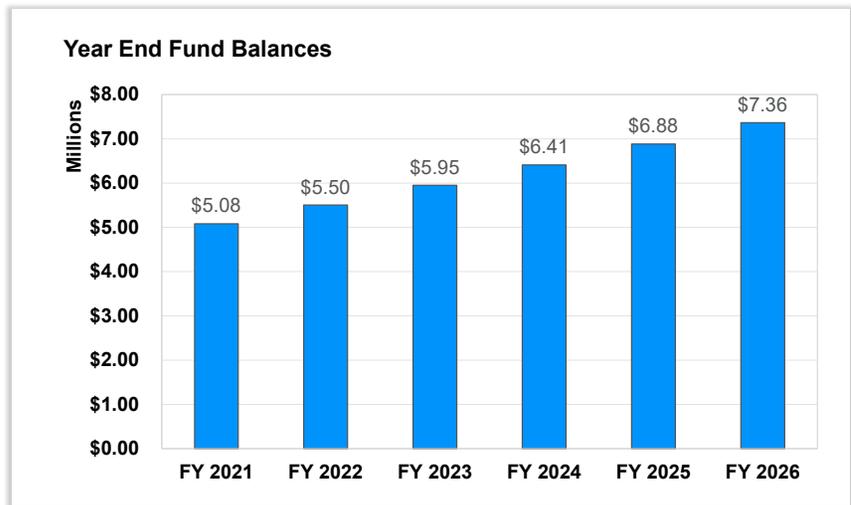
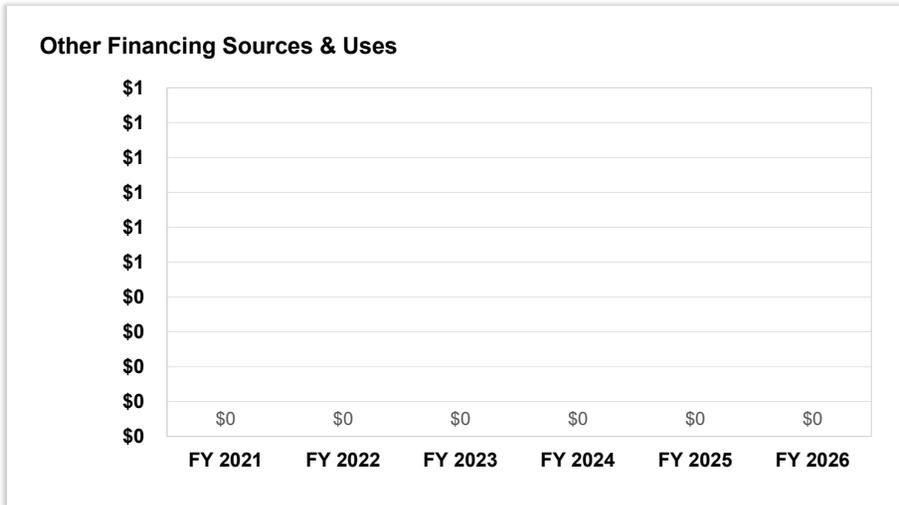
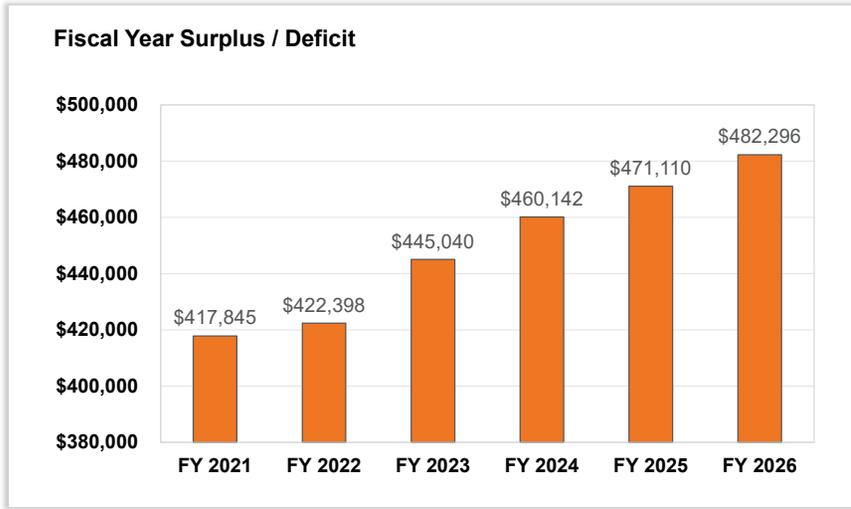
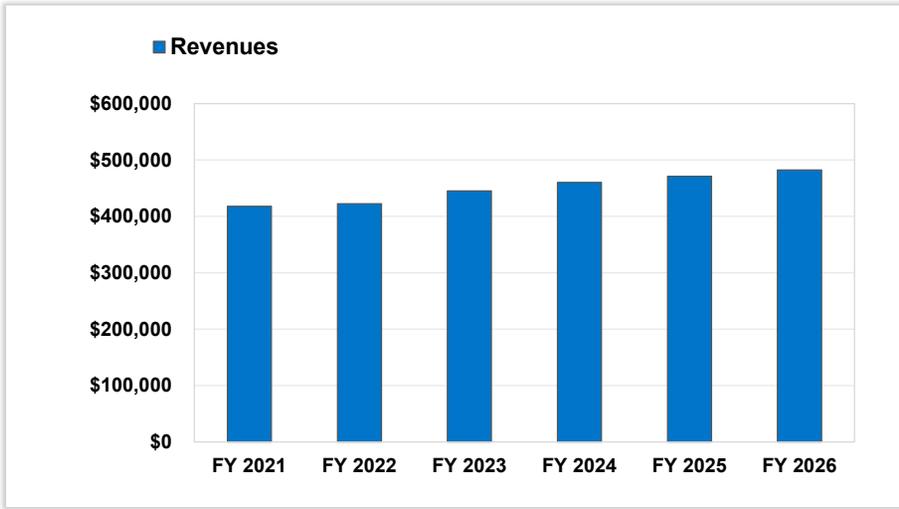
Projection Summary

	BUDGET FY 2021	PROJECTED									
		FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
REVENUE											
Local	\$417,845	\$422,398	1.09%	\$445,040	5.36%	\$460,142	3.39%	\$471,110	2.38%	\$482,296	2.37%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$417,845	\$422,398	1.09%	\$445,040	5.36%	\$460,142	3.39%	\$471,110	2.38%	\$482,296	2.37%
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0									
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$417,845	\$422,398		\$445,040		\$460,142		\$471,110		\$482,296	
BEGINNING FUND BALANCE	\$4,664,014	\$5,081,859		\$5,504,258		\$5,949,298		\$6,409,440		\$6,880,551	
AUDIT ADJUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	\$5,081,859	\$5,504,258		\$5,949,298		\$6,409,440		\$6,880,551		\$7,362,847	

Working Cash Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



Working Cash Fund

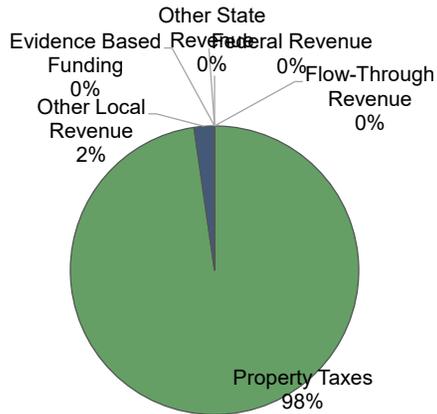
Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

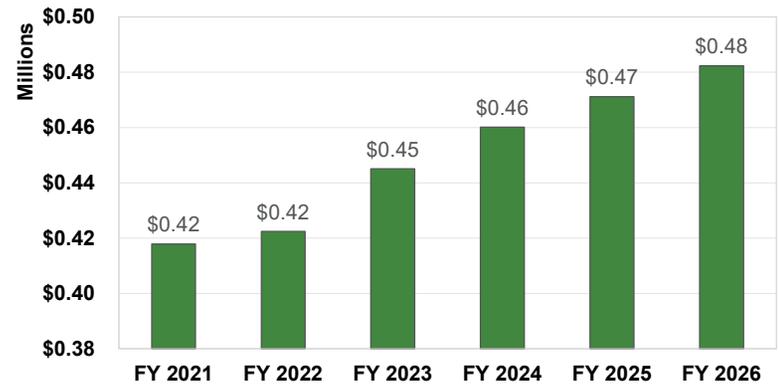
	BUDGET	PROJECTED									
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
LOCAL											
Property Taxes	\$408,297	\$421,027	3.12%	\$435,492	3.44%	\$450,594	3.47%	\$461,562	2.43%	\$472,748	2.42%
Other Local Revenue	\$9,548	\$1,371	-85.64%	\$9,548	596.42%	\$9,548	0.00%	\$9,548	0.00%	\$9,548	0.00%
TOTAL LOCAL REVENUE	\$417,845	\$422,398	1.09%	\$445,040	5.36%	\$460,142	3.39%	\$471,110	2.38%	\$482,296	2.37%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0									
TOTAL FEDERAL REVENUE	\$0	\$0									
FLOW-THROUGH REVENUE	\$0	\$0									
TOTAL REVENUE	\$417,845	\$422,398	1.09%	\$445,040	5.36%	\$460,142	3.39%	\$471,110	2.38%	\$482,296	2.37%

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Budgeted Revenue Allocation by Source



Revenue Projection



Working Cash Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

	AFR	AFR	% Δ	BUDGET							
	FY 2016	FY 2017		FY 2018		FY 2019		FY 2020		FY 2021	% Δ
REVENUE											
Local	\$349,168	\$371,052	6.27%	\$391,961	5.64%	\$414,710	5.80%	\$408,285	-1.55%	\$417,845	2.34%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$349,168	\$371,052	6.27%	\$391,961	5.64%	\$414,710	5.80%	\$408,285	-1.55%	\$417,845	2.34%
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$349,168	\$371,052		\$391,961		\$414,710		\$408,285		\$417,845	
BEGINNING FUND BALANCE	\$2,728,838	\$3,078,006		\$3,449,058		\$3,841,019		\$4,255,729		\$4,664,014	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$3,078,006	\$3,449,058		\$3,841,019		\$4,255,729		\$4,664,014		\$5,081,859	

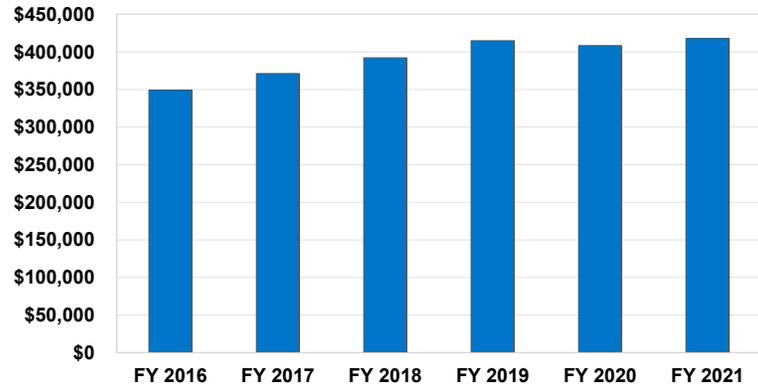
90

Working Cash Fund

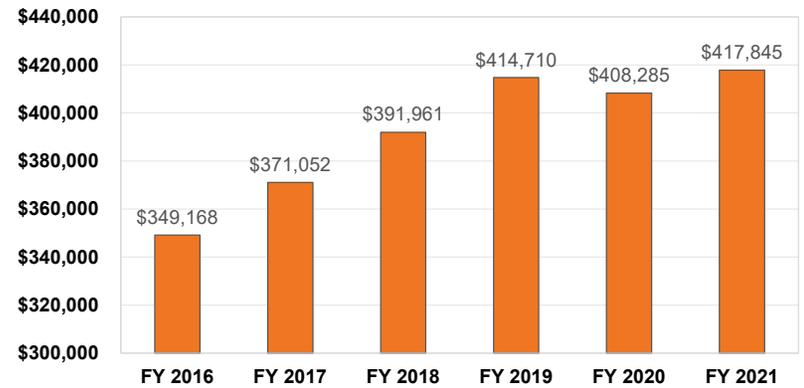
Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary

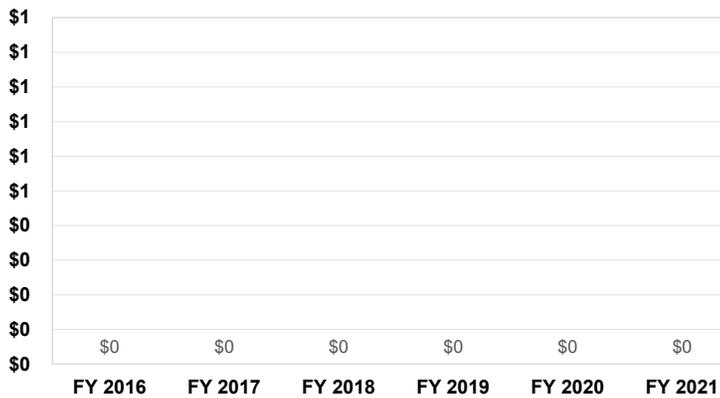
■ Revenues



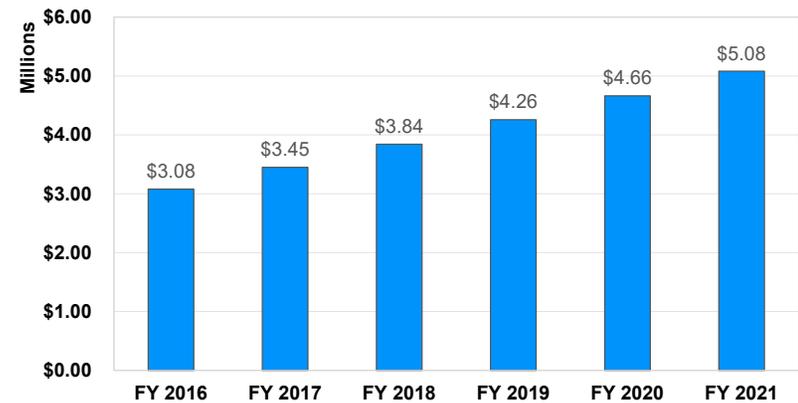
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



Fire Prevention and Safety Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

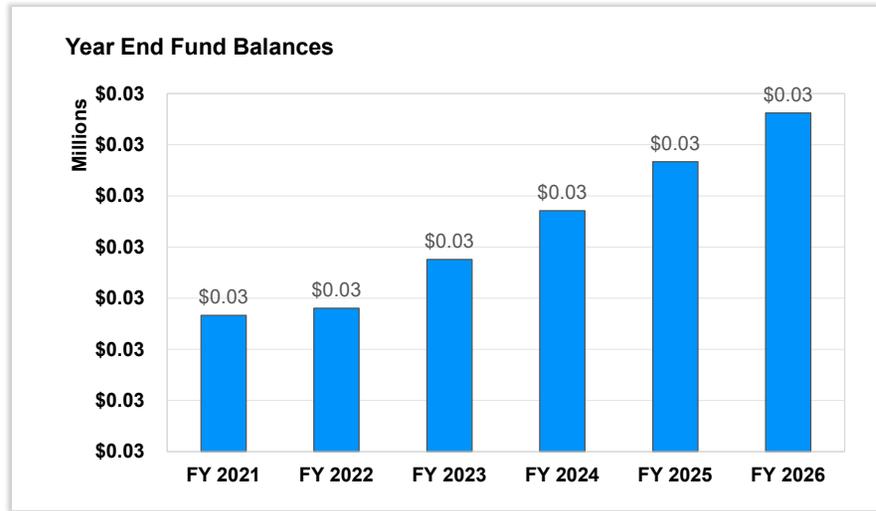
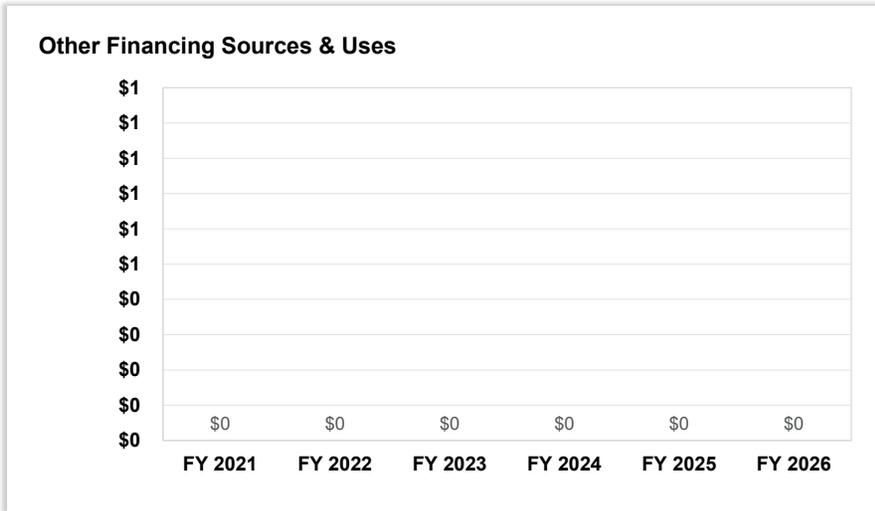
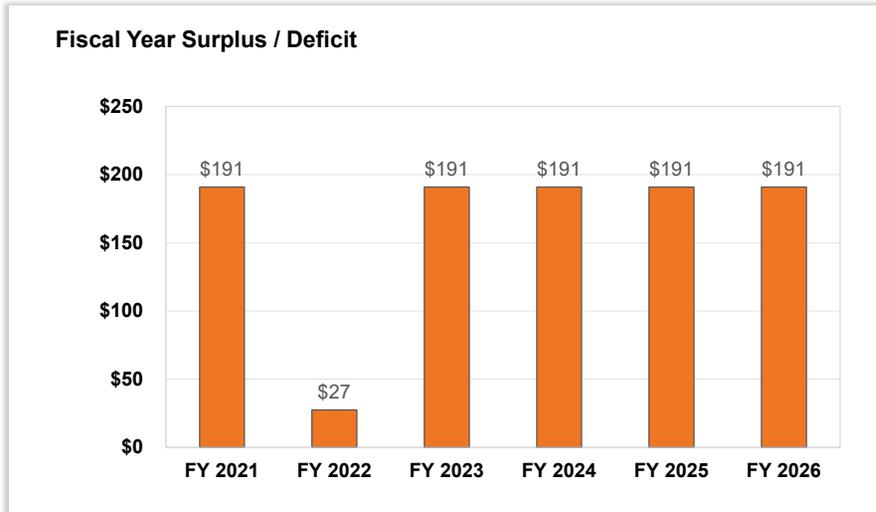
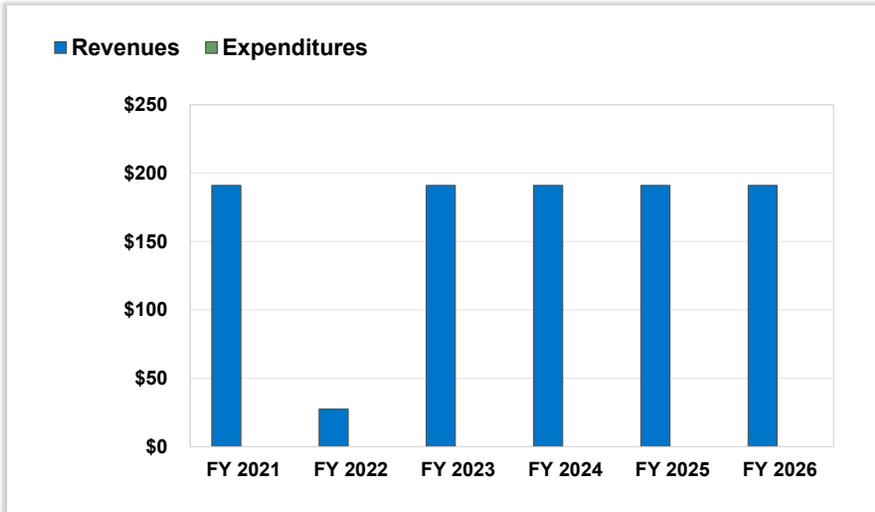
Projection Summary

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
REVENUE											
Local	\$191	\$27	-85.64%	\$191	596.46%	\$191	0.00%	\$191	0.00%	\$191	0.00%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$191	\$27	-85.64%	\$191	596.46%	\$191	0.00%	\$191	0.00%	\$191	0.00%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT	\$191	\$27		\$191		\$191		\$191		\$191	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$191	\$27		\$191		\$191		\$191		\$191	
BEGINNING FUND BALANCE	\$30,342	\$30,533		\$30,560		\$30,751		\$30,942		\$31,133	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$30,533	\$30,560		\$30,751		\$30,942		\$31,133		\$31,324	
FUND BALANCE AS % OF EXPENDITURES	#DIV/0!	#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	
FUND BALANCE AS # OF MONTHS OF EXPEND.	#DIV/0!	#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	

Fire Prevention and Safety Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Projection Summary



Fire Prevention and Safety Fund

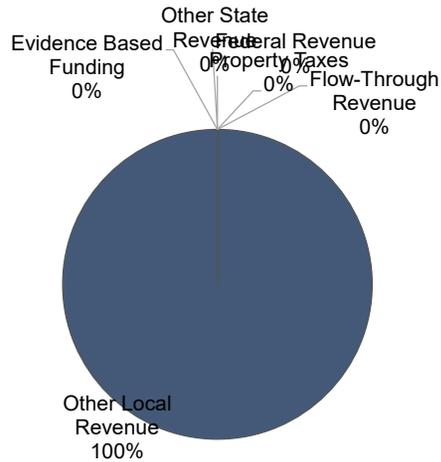
Huntley Community School District 158 | Base Scenario, 08-13-21

Revenue Analysis

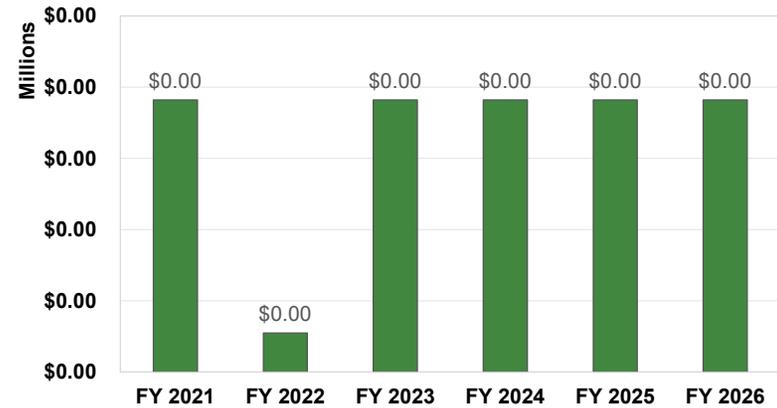
	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
LOCAL											
Property Taxes	\$0	\$0		\$0		\$0		\$0		\$0	
Other Local Revenue	\$191	\$27	-85.64%	\$191	596.46%	\$191	0.00%	\$191	0.00%	\$191	0.00%
TOTAL LOCAL REVENUE	\$191	\$27	-85.64%	\$191	596.46%	\$191	0.00%	\$191	0.00%	\$191	0.00%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$191	\$27	-85.64%	\$191	596.46%	\$191	0.00%	\$191	0.00%	\$191	0.00%

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Budgeted Revenue Allocation by Source



Revenue Projection



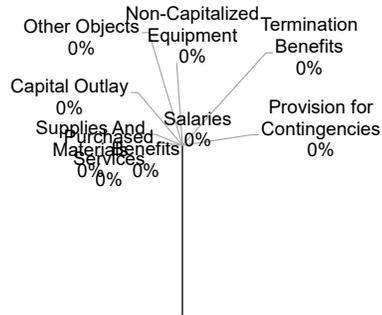
Fire Prevention and Safety Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

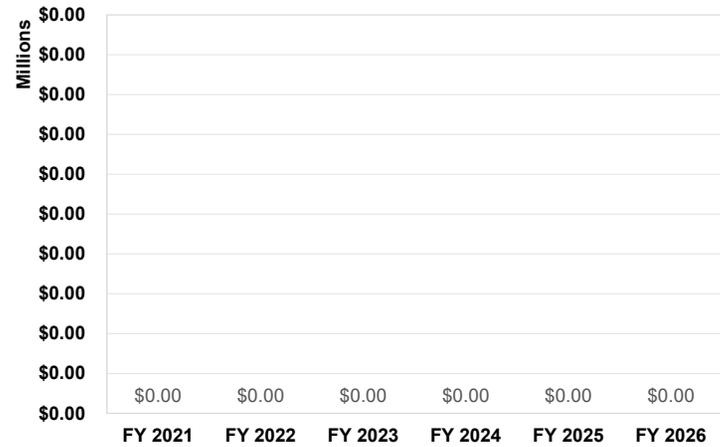
Expenditure Analysis

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED			
	FY 2021	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	FY 2025	% Δ	FY 2026	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL SALARIES & BENEFITS	\$0	\$0									
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$0	\$0		\$0		\$0		\$0		\$0	
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$0	\$0									
TOTAL EXPENDITURES	\$0	\$0									

Budgeted Expenditure Allocation by Object



Expenditure Projection



Fire Prevention and Safety Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

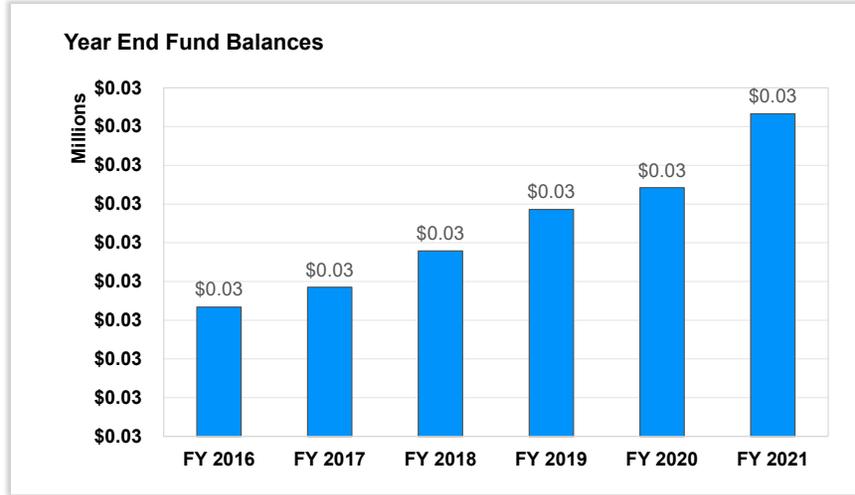
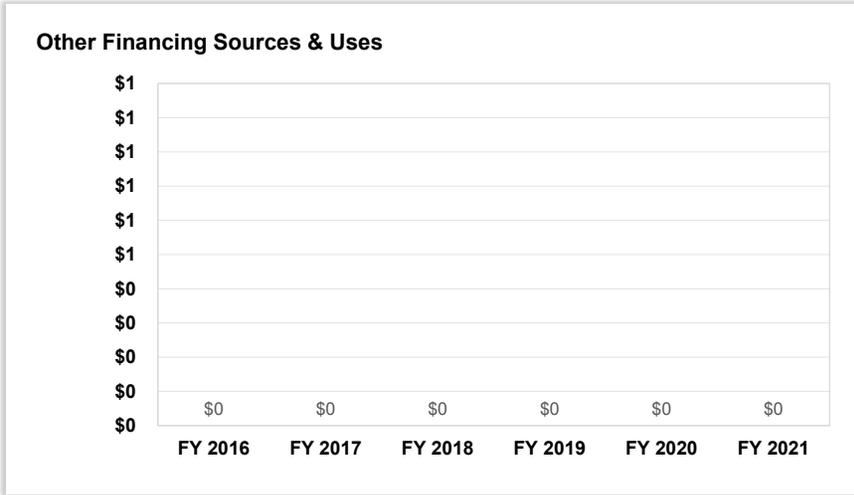
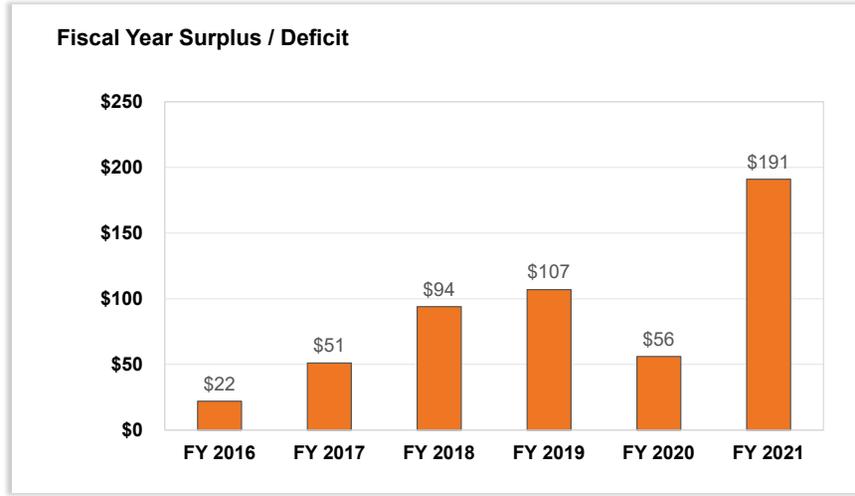
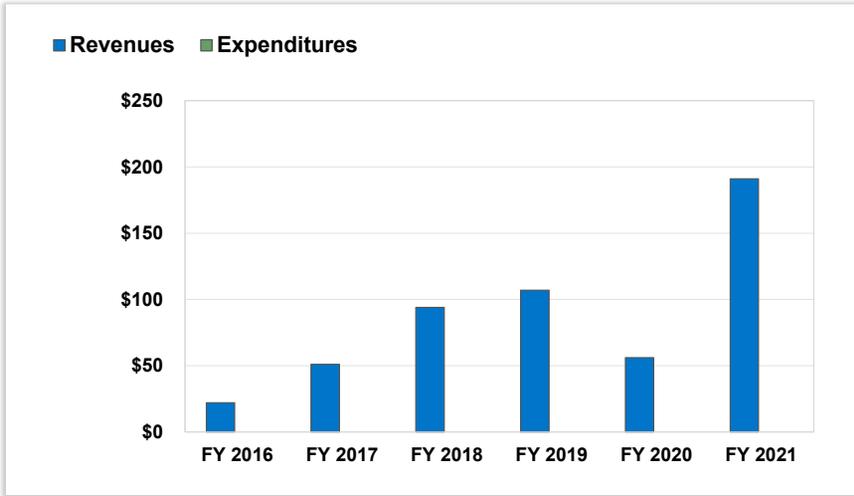
Historical Summary

	AFR		% Δ	AFR		% Δ	AFR		% Δ	BUDGET	
	FY 2016	FY 2017		FY 2018	FY 2019		FY 2020	FY 2021		% Δ	
REVENUE											
Local	\$22	\$51	131.82%	\$94	84.31%	\$107	13.83%	\$56	-47.66%	\$191	241.02%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$22	\$51	131.82%	\$94	84.31%	\$107	13.83%	\$56	-47.66%	\$191	241.02%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT	\$22	\$51		\$94		\$107		\$56		\$191	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$22	\$51		\$94		\$107		\$56		\$191	
BEGINNING FUND BALANCE	\$30,012	\$30,034		\$30,085		\$30,179		\$30,286		\$30,342	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$30,034	\$30,085		\$30,179		\$30,286		\$30,342		\$30,533	
FUND BALANCE AS % OF EXPENDITURES	#DIV/0!	#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	
FUND BALANCE AS # OF MONTHS OF EXPEND.	#DIV/0!	#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	

Fire Prevention and Safety Fund

Huntley Community School District 158 | Base Scenario, 08-13-21

Historical Summary





Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education
From: Dr. Chris Budzynski, Chief Technology Officer
Date: August 19, 2021
Subject: Temporary Suspension of Board Policy 7:60

Executive Summary

The start of every school year is a critical time for building relationships between students and teachers. These relationships and the routines that are established at the beginning of the year set a solid foundation for success throughout the school year.

Every year we have families moving into the District and occasionally these move-ins are delayed by adjustments to closing dates or lease agreements. The start of the 2021-2022 school year has also seen an increase in these delays related to the COVID-19 pandemic and availability of construction materials. These delays, coupled with the current competitive nature of the real estate market in the Huntley area have also contributed to a recent increase in residency delays.

These delays put our students and families in a position where they risk missing the benefits associated with starting a new school year in their new school. In some cases these families must choose to delay enrollment for a period of time and move their students to different schools shortly after the start of the school year.

In an effort to minimize the impact on students and families who are moving into the District within 30 days of the start of the school year, District administration is proposing a 30-day suspension of Board Policy 7:60. This suspension would allow the administration to approve temporary resident status for the period of time leading up to the scheduled residency date as well as waive certain fees associated with temporary residency.

Attached to this memo please find a sample agreement letter that outlines the agreement that would be created between the District and the family requesting a waiver.

Recommendation

District administration recommends the approval of this 30 suspension of Board Policy 7:60.



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

<#Date>

<#First_Name> <#Last_Name>

<#Street>

<#City>, IL <#Zip>

Dear <#Last_Name> Family:

I would like to congratulate you and your family on your pending residency in Huntley 158. It is my understanding that you have requested an option to enroll in the district early so your students can begin school here on the first day of the school year.

Our Board Policy indicates that a student needs to be a resident of the district in order to attend tuition free. However, we also agree that it would be in the student’s best interest to be in our schools for the first day of school. Because your purchase agreement has a closing date shortly after the start of the school year I propose that we allow you to register your students for the start of school under a temporary resident approval with the following stipulations:

- Parent provides a Purchase Agreement stating a closing date early in the school year to act as temporary proof of residency to complete registration.
 - All registration materials and fees must be completed and paid in full.
 - All policies and rules of the district apply during this temporary residency agreement.
- Occupancy must be taken within **30 days of the start of school**.
- Transportation for the students prior to occupancy will not be provided by Huntley 158.
- If occupancy does not occur within 30 days, students will be excluded from school unless full tuition for each student is paid to the District by the 31st day.
 - Estimated Tuition: \$11,750 per student. Exact tuition due will be calculated as needed based on allowable tuition amounts as governed by the State of Illinois.

If you are in agreement with this proposed option and the stipulations detailed above please let me know and we will continue forward with the enrollment of your students. I ask that you sign and return this communication to the District Office confirming your agreement.

Regards,

Parent/Guardian Signature: _____

Date: _____

Dr. Chris Budzynski
Chief Technology Officer/Registration Administrator
Huntley Community School District 158



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 19, 2021

Subject: **Supplemental Purchase Order Summary**
Board of Education Meeting, August 19, 2021
Action Items

The following is an updated executive summary of the attached report titled “Purchase Orders” which is a listing of purchase orders issued from July 30, 2021 to August 16, 2021 for which Administration is requesting Board Approval to issue payment once invoices have been received. Invoices which exceed an approved Purchase Order by \$100 or 10% of the Purchase Order (whichever is lower) will not be issued without additional Board approval.

Education Fund	\$ 1,800,663.33
Operations & Maintenance Fund	411,929.51
Debt Service Fund	350.00
Transporation Fund	114,047.47
Municipal Retirement and Social Security Fund	0.00
Capital Projects Fund	0.00
Working Cash Fund	0.00
Fire Prevention and Safety Fund	0.00
Total	<u>\$ 2,326,990.31</u>

RECOMMENDATION

Administration recommends the Board of Education approve the Supplemental Purchase Orders Report at the August 19, 2021 Regular Board meeting.



Huntley Community School District #158

Purchase Orders Report

From July 30, 2021 to August 16, 2021

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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022081961		10-4220-670-00-79-600-14	Sp Ed Private Tuition	6,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$6,000.00</u>		
0022080677	1ST Ayd Corporation	40-2554-410-00-79	Fleet Supplies	500.00	8/1/2021	40-2554-410-00-79
			Total	<u>\$500.00</u>		
0020220361	8 to 18 Media Inc	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	455.00	8/13/2021	10-1500-640-00-74-210-13
			Total	<u>\$455.00</u>		
0020220362	ABM Industry Groups LLC	40-2550-321-00-79	Bus Sanitation	318.80	8/13/2021	40-2550-321-00-79
			Total	<u>\$318.80</u>		
0022080187	ABM Industry Groups LLC	40-2550-321-00-79	Bus Sanitation	1,912.80	8/1/2021	40-2550-321-00-79
			Total	<u>\$1,912.80</u>		
0022080207	ABM Industry Groups LLC	20-2542-310-00-79	Custodial Contract Service	171,382.00	8/1/2021	20-2542-310-00-79
			Total	<u>\$171,382.00</u>		
0022080217	ABM Industry Groups LLC	20-2542-320-00-79-605-14	Contractual Overtime	2,200.00	8/1/2021	20-2542-320-00-79-605-14
			Total	<u>\$2,200.00</u>		
0022080227	ABM Industry Groups LLC	20-2542-319-00-79-605-14	Contractual Cust. Replacement	1,250.00	8/1/2021	20-2542-319-00-79-605-14
			Total	<u>\$1,250.00</u>		
0022080637	Accountable Healthcare Staffing Inc	10-2140-310-00-79-600-14	Psychological Services	10,000.00	8/1/2021	10-2140-310-00-79-600-14
			Total	<u>\$10,000.00</u>		
0022080337	ADP LLC	10-1100-220-00-79-600-14	Regular Programs Insurance	2,000.00	8/1/2021	10-1100-220-00-79-600-14
			Total	<u>\$2,000.00</u>		
0022080437	ADP LLC	10-2520-310-00-74-500-14	Prof & Tech Fiscal	4,400.00	8/1/2021	10-2520-310-00-74-500-14
		10-2520-310-00-74-500-14	Prof & Tech Fiscal	3,200.00	8/1/2021	10-2520-310-00-74-500-14
		10-2520-310-00-74-500-14	Prof & Tech Fiscal	3,300.00	8/1/2021	10-2520-310-00-74-500-14
		10-2520-310-00-74-500-14	Prof & Tech Fiscal	4,500.00	8/1/2021	10-2520-310-00-74-500-14
		10-2520-310-00-74-500-14	Prof & Tech Fiscal	3,300.00	8/1/2021	10-2520-310-00-74-500-14
			Total	<u>\$18,700.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022080717	Advance Auto Parts	40-2554-410-00-79	Fleet Supplies	2,000.00	8/1/2021	40-2554-410-00-79
			Total	<u>\$2,000.00</u>		
0020220294	Advantage Mechanical Inc	20-2542-323-00-79	Repairs & Maint Buildings	8,817.00	8/3/2021	20-2542-323-00-79
			Total	<u>\$8,817.00</u>		
0020220333	Advantage Mechanical Inc	20-2542-323-00-79	Repairs & Maint Buildings	7,975.00	8/10/2021	20-2542-323-00-79
			Total	<u>\$7,975.00</u>		
0022080027	Advantage Mechanical Inc	20-2542-323-00-79	Repairs & Maint Buildings	2,500.00	8/1/2021	20-2542-323-00-79
			Total	<u>\$2,500.00</u>		
0022080317	Advantage Mechanical Inc	20-2542-390-00-79	Other Purchased Service	4,695.96	8/1/2021	20-2542-390-00-79
			Total	<u>\$4,695.96</u>		
0020220302	Advantage Moving & Storage	20-2542-323-00-79	Repairs & Maint Buildings	6,799.75	8/4/2021	20-2542-323-00-79
			Total	<u>\$6,799.75</u>		
0022080427	AFLAC Group	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	4,500.00	8/1/2021	10-2310-220-00-79-600-14
			Total	<u>\$4,500.00</u>		
0022080237	Airgas USA LLC	20-2542-410-00-79	Supplies B & G	500.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$500.00</u>		
0022081617	Alexander Leigh Center for Autism	10-4220-670-00-79-600-14	Sp Ed Private Tuition	35,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$35,000.00</u>		
0020220338	Allstar Drapery & Window Treatment C	20-2542-410-00-79	Supplies B & G	155.00	8/11/2021	20-2542-410-00-79
			Total	<u>\$155.00</u>		
0022081077	Alpha Baking Company Inc	10-2560-415-00-71-100-13	Cafe Food Leggee	650.00	8/1/2021	10-2560-415-00-71-100-13
			Total	<u>\$650.00</u>		
0022081087	Alpha Baking Company Inc	10-2560-415-00-71-300-13	Cafe Food HS	1,500.00	8/1/2021	10-2560-415-00-71-300-13
			Total	<u>\$1,500.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022081097	Alpha Baking Company Inc	10-2560-415-00-72-110-13	Cafe Food Chesak	700.00	8/1/2021	10-2560-415-00-72-110-13
			Total	<u>\$700.00</u>		
0022081107	Alpha Baking Company Inc	10-2560-415-00-72-120-13	Cafe Food Martin	1,000.00	8/1/2021	10-2560-415-00-72-120-13
			Total	<u>\$1,000.00</u>		
0022081117	Alpha Baking Company Inc	10-2560-415-00-72-220-13	Cafe Food Marlowe	1,000.00	8/1/2021	10-2560-415-00-72-220-13
			Total	<u>\$1,000.00</u>		
0022081127	Alpha Baking Company Inc	10-2560-415-00-74-140-13	Cafe Food Mackeben	600.00	8/1/2021	10-2560-415-00-74-140-13
			Total	<u>\$600.00</u>		
0022081137	Alpha Baking Company Inc	10-2560-415-00-74-150-13	Cafe Food Conley	600.00	8/1/2021	10-2560-415-00-74-150-13
			Total	<u>\$600.00</u>		
0022081147	Alpha Baking Company Inc	10-2560-415-00-74-210-13	Cafe Food Heineman	800.00	8/1/2021	10-2560-415-00-74-210-13
			Total	<u>\$800.00</u>		
0020220266	AmeriGas	40-2552-461-00-79	Propane	2,109.03	8/2/2021	40-2552-461-00-79
			Total	<u>\$2,109.03</u>		
0022080647	Amita GlenOaks School	10-4220-670-00-79-600-14	Sp Ed Private Tuition	9,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$9,000.00</u>		
0022080087	Anderson Lock Co Inc	20-2542-410-00-79	Supplies B & G	1,000.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$1,000.00</u>		
0022080037	Anderson Pest Solutions	20-2542-321-00-79	Sanitation/Exterminating	554.47	8/1/2021	20-2542-321-00-79
			Total	<u>\$554.47</u>		
0020220341	Apple Inc	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	53,370.00	8/11/2021	10-2660-490-00-79-600-14
		10-2660-490-00-79-600-14	Inventoriable Equipment Tech	5,070.00	8/11/2021	10-2660-490-00-79-600-14
			Total	<u>\$58,440.00</u>		
0020220342	Apple Inc	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	2,958.00	8/11/2021	10-2660-490-00-79-600-14
		10-2660-490-00-79-600-14	Inventoriable Equipment Tech	258.00	8/11/2021	10-2660-490-00-79-600-14
			Total	<u>\$3,216.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020220343	Apple Inc	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	199.00	8/11/2021	10-2660-490-00-79-600-14
		10-2660-490-00-79-600-14	Inventoriable Equipment Tech	899.00	8/11/2021	10-2660-490-00-79-600-14
		Total			<u>\$1,098.00</u>	
0020220267	Applied Maintenance	40-2554-410-00-79	Fleet Supplies	442.31	8/2/2021	40-2554-410-00-79
		Total			<u>\$442.31</u>	
0022080807	Applied Maintenance	40-2554-410-00-79	Fleet Supplies	350.00	8/1/2021	40-2554-410-00-79
		Total			<u>\$350.00</u>	
0020220363	Aramark Refreshment Services	10-1120-323-00-74-210-13	Repairs & Maintenance HMS	132.30	8/13/2021	10-1120-323-00-74-210-13
		Total			<u>\$132.30</u>	
0022081960	Arlyn Day School Inc	10-4220-670-00-79-600-14	Sp Ed Private Tuition	6,000.00	8/1/2021	10-4220-670-00-79-600-14
		Total			<u>\$6,000.00</u>	
0020220298	Associated Electrical Contractors	10-1400-500-64-71-305-13	PerkinsCapital Eqpt	2,140.00	8/4/2021	10-1400-500-64-71-305-13
		Total			<u>\$2,140.00</u>	
0022080057	Associated Electrical Contractors	20-2542-323-00-79	Repairs & Maint Buildings	1,000.00	8/1/2021	20-2542-323-00-79
		Total			<u>\$1,000.00</u>	
0022080327	AT&T	20-2540-340-00-79	Telephone - Districtwide	5,000.00	8/1/2021	20-2540-340-00-79
		Total			<u>\$5,000.00</u>	
0022080347	AT&T 5080	20-2540-340-00-79	Telephone - Districtwide	5,000.00	8/1/2021	20-2540-340-00-79
		Total			<u>\$5,000.00</u>	
0020220364	Barrington Middle School	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	200.00	8/13/2021	10-1500-640-00-74-210-13
		Total			<u>\$200.00</u>	
0022080257	Batteries Plus LLC	20-2542-410-00-79	Supplies B & G	250.00	8/1/2021	20-2542-410-00-79
		Total			<u>\$250.00</u>	
0022080197	Benefitfocus.com Inc	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	1,700.00	8/1/2021	10-2310-220-00-79-600-14
		Total			<u>\$1,700.00</u>	



Huntley Community School District #158

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From July 30, 2021 to August 16, 2021

P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020220318	Blick Art Materials	10-1120-410-02-72-220-13	Art Supplies Marlowe	188.94	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	223.50	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	234.00	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	234.50	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	245.22	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	487.50	8/9/2021	10-1120-410-02-72-220-13
					Total	<u>\$1,613.66</u>
0020220319	Blick Art Materials	10-1120-410-02-72-220-13	Art Supplies Marlowe	340.00	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	103.28	8/9/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	223.08	8/9/2021	10-1120-410-02-72-220-13
					Total	<u>\$666.36</u>
0020220351	Blick Art Materials	10-1120-410-02-72-220-13	Art Supplies Marlowe	55.02	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	41.10	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	9.00	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	57.00	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	30.32	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	19.96	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	10.56	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	35.70	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	23.88	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	53.30	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	20.62	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	24.94	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	27.66	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	74.00	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	72.90	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	66.24	8/13/2021	10-1120-410-02-72-220-13
		10-1120-410-02-72-220-13	Art Supplies Marlowe	18.96	8/13/2021	10-1120-410-02-72-220-13
			Total	<u>\$641.16</u>		
0022080827	Blu Petroleum	40-2552-464-00-79	Diesel/Gasoline	40,000.00	8/1/2021	40-2552-464-00-79
					Total	<u>\$40,000.00</u>
0022081647	Blu Petroleum	40-2552-464-00-79	Diesel/Gasoline	2,000.00	8/1/2021	40-2552-464-00-79
					Total	<u>\$2,000.00</u>



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022080417	Blue Cross Blue Shield	10-1100-220-00-79-600-14	Regular Programs Insurance	850,000.00	8/1/2021	10-1100-220-00-79-600-14
			Total	<u>\$850,000.00</u>		
0022080297	Brucker Company	20-2542-410-00-79	Supplies B & G	600.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$600.00</u>		
0022081907	BryMax Enterprises Inc	10-2560-415-00-71-300-13	Cafe Food HS	1,000.00	8/1/2021	10-2560-415-00-71-300-13
			Total	<u>\$1,000.00</u>		
0022081917	BryMax Enterprises Inc	10-2560-415-00-72-220-13	Cafe Food Marlowe	1,000.00	8/1/2021	10-2560-415-00-72-220-13
			Total	<u>\$1,000.00</u>		
0022081927	BryMax Enterprises Inc	10-2560-415-00-74-210-13	Cafe Food Heineman	1,000.00	8/1/2021	10-2560-415-00-74-210-13
			Total	<u>\$1,000.00</u>		
0022080517	Camelot Schools LLC	10-4220-670-00-79-600-14	Sp Ed Private Tuition	18,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$18,000.00</u>		
0020220320	CDM Promotions AIA Services	10-1120-412-50-72-220-13	PE Uniforms Marlowe	4,597.50	8/9/2021	10-1120-412-50-72-220-13
		10-1120-412-50-72-220-13	PE Uniforms Marlowe	86.25	8/9/2021	10-1120-412-50-72-220-13
		10-1120-412-50-72-220-13	PE Uniforms Marlowe	142.50	8/9/2021	10-1120-412-50-72-220-13
		10-1120-412-50-72-220-13	PE Uniforms Marlowe	1,773.75	8/9/2021	10-1120-412-50-72-220-13
			Total	<u>\$6,600.00</u>		
0020220345	CDW Government	10-2660-410-00-79-600-14	Supplies Tech	398.00	8/12/2021	10-2660-410-00-79-600-14
		10-2660-410-00-79-600-14	Supplies Tech	853.40	8/12/2021	10-2660-410-00-79-600-14
		10-2660-410-00-79-600-14	Supplies Tech	10.29	8/12/2021	10-2660-410-00-79-600-14
			Total	<u>\$1,261.69</u>		
0020220394	CDW Government	10-2660-410-00-79-600-14	Supplies Tech	2,790.00	8/16/2021	10-2660-410-00-79-600-14
			Total	<u>\$2,790.00</u>		
0020220352	Center for the Collaborative Classroom	10-1100-423-00-74-500-14	New Adoption	7,200.00	8/13/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	744.00	8/13/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	2,100.00	8/13/2021	10-1100-423-00-74-500-14
			Total	<u>\$10,044.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022080727	Central States Bus Sales Inc	40-2554-410-00-79	Fleet Supplies	2,500.00	8/1/2021	40-2554-410-00-79
			Total	<u>\$2,500.00</u>		
0020220365	Century Springs	10-2410-490-00-71-300-13	HS Staff Recognition	81.00	8/13/2021	10-2410-490-00-71-300-13
			Total	<u>\$81.00</u>		
0020220268	CINTAS	40-2550-325-00-79	Rental Trans	168.49	8/2/2021	40-2550-325-00-79
			Total	<u>\$168.49</u>		
0022080757	CINTAS	40-2550-325-00-79	Rental Trans	800.00	8/1/2021	40-2550-325-00-79
			Total	<u>\$800.00</u>		
0022081567	CINTAS	20-2542-323-00-79	Repairs & Maint Buildings	1,133.40	8/1/2021	20-2542-323-00-79
			Total	<u>\$1,133.40</u>		
0022080587	Classroom Connection Day School	10-4220-670-00-79-600-14	Sp Ed Private Tuition	8,500.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$8,500.00</u>		
0022081962	Clinical Connections	10-4220-670-00-79-600-14	Sp Ed Private Tuition	1,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$1,000.00</u>		
0022081627	Comcast	20-2540-340-00-79	Telephone - Districtwide	24,000.00	8/1/2021	20-2540-340-00-79
			Total	<u>\$24,000.00</u>		
0020220281	Compass Health Center	10-1200-310-92-79-600-14	IDEA General Purchased Service	416.00	8/2/2021	10-1200-310-92-79-600-14
			Total	<u>\$416.00</u>		
0022080537	Connections Day School	10-4220-670-00-79-600-14	Sp Ed Private Tuition	15,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$15,000.00</u>		
0020220366	Control Technology & Solutions LLC	20-2542-323-00-79	Repairs & Maint Buildings	2,630.00	8/13/2021	20-2542-323-00-79
			Total	<u>\$2,630.00</u>		
0020220367	CORE	10-2210-490-00-74-500-14	Supplies Curr & Inst	320.00	8/13/2021	10-2210-490-00-74-500-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst	875.00	8/13/2021	10-2210-490-00-74-500-14
			Total	<u>\$1,195.00</u>		



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0022080277	CPC Inc. / Facility Tree	20-2542-390-00-79	Other Purchased Service	748.80	8/1/2021	20-2542-390-00-79
			Total	<u>\$748.80</u>		
0022080047	Crescent Electric Supply Co	20-2542-410-00-79	Supplies B & G	1,000.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$1,000.00</u>		
0020220314	Crown Restrooms	10-1500-410-00-72-220-13	Training Supplies Marlowe	191.66	8/5/2021	10-1500-410-00-72-220-13
			Total	<u>\$191.66</u>		
0020220368	Crown Trophy	10-1120-410-00-72-220-13	Inst Supplies Marlowe	112.71	8/13/2021	10-1120-410-00-72-220-13
			Total	<u>\$112.71</u>		
0020220299	CT Veach Inc	20-2543-323-00-79	Repairs-Grounds	3,590.00	8/4/2021	20-2543-323-00-79
			Total	<u>\$3,590.00</u>		
0022080157	CT Veach Inc	20-2543-320-00-79-600-14	Grounds Contract	18,888.88	8/1/2021	20-2543-320-00-79-600-14
			Total	<u>\$18,888.88</u>		
0020220300	Dany Tree Service	20-2543-323-00-79	Repairs-Grounds	600.00	8/4/2021	20-2543-323-00-79
			Total	<u>\$600.00</u>		
0022080397	Datamation Imaging Services Corp	10-2660-390-00-79-600-14	Purchased Service Technology	200.00	8/1/2021	10-2660-390-00-79-600-14
			Total	<u>\$200.00</u>		
0020220369	Dreisilker Electric Motors Inc	20-2542-410-00-79	Supplies B & G	56.55	8/13/2021	20-2542-410-00-79
			Total	<u>\$56.55</u>		
0022081557	Easterseals	10-4220-670-00-79-600-14	Sp Ed Private Tuition	35,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$35,000.00</u>		
0020220308	EDpuzzle Inc	10-1120-410-00-74-210-13	Inst Supplies Heineman	1,080.00	8/5/2021	10-1120-410-00-74-210-13
			Total	<u>\$1,080.00</u>		
0020220269	Eds Automotive	40-2550-310-00-79	Prof & Tech Service Trans	1,040.00	8/2/2021	40-2550-310-00-79
			Total	<u>\$1,040.00</u>		



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0022080707	Eds Automotive	40-2550-310-00-79	Prof & Tech Service Trans	850.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$850.00</u>		
0020220310	eduProject ELL LLC	10-2213-310-00-79-600-14	Special Svcs Pur Svc	5,073.00	8/5/2021	10-2213-310-00-79-600-14
			Total	<u>\$5,073.00</u>		
0020220282	Enabling Development	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	27.00	8/2/2021	10-2130-410-92-79-605-14
			Total	<u>\$27.00</u>		
0020220303	Engler Callaway Baasten & Srage	10-2310-318-00-74-500-14	Legal Board	4,761.00	8/4/2021	10-2310-318-00-74-500-14
			Total	<u>\$4,761.00</u>		
0020220304	FedEx	10-2520-390-00-74-500-14	Purch Serv Fiscal	32.42	8/4/2021	10-2520-390-00-74-500-14
			Total	<u>\$32.42</u>		
0020220370	First Student Inc	40-2550-310-00-79	Prof & Tech Service Trans	9,000.00	8/13/2021	40-2550-310-00-79
			Total	<u>\$9,000.00</u>		
0020220321	Flinn Scientific Inc	10-1120-410-13-72-220-08	Marlowe Science Supplies 8	193.32	8/9/2021	10-1120-410-13-72-220-08
		10-1120-410-13-72-220-08	Marlowe Science Supplies 8	49.96	8/9/2021	10-1120-410-13-72-220-08
			Total	<u>\$243.28</u>		
0020220312	Fox Valley Conference Middle School	10-1500-640-00-72-220-13	Sports Dues & Fees Marlowe	400.00	8/5/2021	10-1500-640-00-72-220-13
			Total	<u>\$400.00</u>		
0020220371	Fox Valley Conference Middle School	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	400.00	8/13/2021	10-1500-640-00-74-210-13
			Total	<u>\$400.00</u>		
0020220372	Fox Valley Fire Safety	20-2542-390-00-79	Other Purchased Service	140.00	8/13/2021	20-2542-390-00-79
			Total	<u>\$140.00</u>		
0022080097	Fox Valley Fire Safety	20-2542-323-00-79	Repairs & Maint Buildings	1,000.00	8/1/2021	20-2542-323-00-79
			Total	<u>\$1,000.00</u>		
0022080817	Fox Valley Fire Safety	20-2542-390-00-79	Other Purchased Service	801.00	8/1/2021	20-2542-390-00-79
			Total	<u>\$801.00</u>		



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0020220283	Frank Cooney Company	10-2660-410-00-79-600-14	Supplies Tech	3,607.10	8/2/2021	10-2660-410-00-79-600-14
			Total	<u>\$3,607.10</u>		
0020220313	Frank Cooney Company	10-2660-410-00-79-600-14	Supplies Tech	689.15	8/5/2021	10-2660-410-00-79-600-14
			Total	<u>\$689.15</u>		
0020220335	Gate Options Inc	20-2542-323-00-79	Repairs & Maint Buildings	9,150.00	8/11/2021	20-2542-323-00-79
			Total	<u>\$9,150.00</u>		
0020220373	General Parts LLC	10-2560-540-00-71-100-13	Cafe Equipment Leggee	6,725.77	8/13/2021	10-2560-540-00-71-100-13
			Total	<u>\$6,725.77</u>		
0022081657	General Parts LLC	10-2560-323-00-71-100-13	Cafe Repairs Leggee	1,250.00	8/1/2021	10-2560-323-00-71-100-13
			Total	<u>\$1,250.00</u>		
0022081667	General Parts LLC	10-2560-323-00-71-300-13	Cafe Repairs HS	2,100.00	8/1/2021	10-2560-323-00-71-300-13
			Total	<u>\$2,100.00</u>		
0022081677	General Parts LLC	10-2560-323-00-72-110-13	Cafe Repairs Chesak	1,250.00	8/1/2021	10-2560-323-00-72-110-13
			Total	<u>\$1,250.00</u>		
0022081687	General Parts LLC	10-2560-323-00-72-120-13	Cafe Repairs Martin	1,250.00	8/1/2021	10-2560-323-00-72-120-13
			Total	<u>\$1,250.00</u>		
0022081697	General Parts LLC	10-2560-323-00-72-220-13	Cafe Repairs Marlowe	1,250.00	8/1/2021	10-2560-323-00-72-220-13
			Total	<u>\$1,250.00</u>		
0022081707	General Parts LLC	10-2560-323-00-74-140-13	Cafe Repairs Mackeben	1,250.00	8/1/2021	10-2560-323-00-74-140-13
			Total	<u>\$1,250.00</u>		
0022081717	General Parts LLC	10-2560-323-00-74-150-13	Cafe Repairs Conley	1,250.00	8/1/2021	10-2560-323-00-74-150-13
			Total	<u>\$1,250.00</u>		
0022081727	General Parts LLC	10-2560-323-00-74-210-13	Cafe Repairs Heineman	1,250.00	8/1/2021	10-2560-323-00-74-210-13
			Total	<u>\$1,250.00</u>		



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0022080617	GFC Leasing WI	10-2900-325-00-79-600-14	Copier Leases	5,906.93	8/1/2021	10-2900-325-00-79-600-14
			Total	<u>\$5,906.93</u>		
0022081157	Gordon Food Service	10-2560-410-00-71-100-13	Cafe Supplies Leggee	1,200.00	8/1/2021	10-2560-410-00-71-100-13
			Total	<u>\$1,200.00</u>		
0022081167	Gordon Food Service	10-2560-410-00-71-300-13	Cafe Supplies HS	6,000.00	8/1/2021	10-2560-410-00-71-300-13
			Total	<u>\$6,000.00</u>		
0022081177	Gordon Food Service	10-2560-410-00-72-110-13	Cafe Supplies Chesak	900.00	8/1/2021	10-2560-410-00-72-110-13
			Total	<u>\$900.00</u>		
0022081187	Gordon Food Service	10-2560-410-00-72-120-13	Cafe Supplies Martin	1,200.00	8/1/2021	10-2560-410-00-72-120-13
			Total	<u>\$1,200.00</u>		
0022081197	Gordon Food Service	10-2560-410-00-72-220-13	Cafe Supplies Marlowe	2,200.00	8/1/2021	10-2560-410-00-72-220-13
			Total	<u>\$2,200.00</u>		
0022081207	Gordon Food Service	10-2560-410-00-74-140-13	Cafe Supplies Mackeben	800.00	8/1/2021	10-2560-410-00-74-140-13
			Total	<u>\$800.00</u>		
0022081217	Gordon Food Service	10-2560-410-00-74-150-13	Cafe Supplies Conley	900.00	8/1/2021	10-2560-410-00-74-150-13
			Total	<u>\$900.00</u>		
0022081227	Gordon Food Service	10-2560-410-00-74-210-13	Cafe Supplies Heineman	1,600.00	8/1/2021	10-2560-410-00-74-210-13
			Total	<u>\$1,600.00</u>		
0022081237	Gordon Food Service	10-2560-415-00-71-100-13	Cafe Food Leggee	12,000.00	8/1/2021	10-2560-415-00-71-100-13
			Total	<u>\$12,000.00</u>		
0022081247	Gordon Food Service	10-2560-415-00-71-300-13	Cafe Food HS	50,000.00	8/1/2021	10-2560-415-00-71-300-13
			Total	<u>\$50,000.00</u>		
0022081257	Gordon Food Service	10-2560-415-00-72-110-13	Cafe Food Chesak	10,000.00	8/1/2021	10-2560-415-00-72-110-13
			Total	<u>\$10,000.00</u>		



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0022081267	Gordon Food Service	10-2560-415-00-72-120-13	Cafe Food Martin	13,000.00	8/1/2021	10-2560-415-00-72-120-13
				Total		
				<u>\$13,000.00</u>		
0022081277	Gordon Food Service	10-2560-415-00-72-220-13	Cafe Food Marlowe	20,000.00	8/1/2021	10-2560-415-00-72-220-13
				Total		
				<u>\$20,000.00</u>		
0022081287	Gordon Food Service	10-2560-415-00-74-140-13	Cafe Food Mackeben	7,000.00	8/1/2021	10-2560-415-00-74-140-13
				Total		
				<u>\$7,000.00</u>		
0022081297	Gordon Food Service	10-2560-415-00-74-150-13	Cafe Food Conley	7,000.00	8/1/2021	10-2560-415-00-74-150-13
				Total		
				<u>\$7,000.00</u>		
0022081307	Gordon Food Service	10-2560-415-00-74-210-13	Cafe Food Heineman	17,000.00	8/1/2021	10-2560-415-00-74-210-13
				Total		
				<u>\$17,000.00</u>		
0022080107	Grainger	20-2542-410-00-79	Supplies B & G	500.00	8/1/2021	20-2542-410-00-79
				Total		
				<u>\$500.00</u>		
0020220295	GraybaR Electric Co Inc	20-2542-410-00-79	Supplies B & G	174.60	8/3/2021	20-2542-410-00-79
				Total		
				<u>\$174.60</u>		
0020220292	Heartland School Solutions	10-2560-310-00-71-100-13	Cafe Prof & Tech Leggee	725.50	8/3/2021	10-2560-310-00-71-100-13
		10-2560-310-00-71-300-13	Cafe Prof & Tech HS	725.50	8/3/2021	10-2560-310-00-71-300-13
		10-2560-310-00-72-110-13	Cafe Prof & Tech Chesak	725.50	8/3/2021	10-2560-310-00-72-110-13
		10-2560-310-00-72-120-13	Cafe Prof & Tech Martin	725.50	8/3/2021	10-2560-310-00-72-120-13
		10-2560-310-00-72-220-13	Cafe Prof & Tech Marlowe	725.50	8/3/2021	10-2560-310-00-72-220-13
		10-2560-310-00-74-140-13	Cafe Prof & Tech Mackeben	725.50	8/3/2021	10-2560-310-00-74-140-13
		10-2560-310-00-74-150-13	Cafe Prof & Tech Conley	725.50	8/3/2021	10-2560-310-00-74-150-13
		10-2560-310-00-74-210-13	Cafe Prof & Tech Heineman	725.50	8/3/2021	10-2560-310-00-74-210-13
				Total		
				<u>\$5,804.00</u>		
0022081797	Hershey Creamery Company	10-2560-415-00-71-300-13	Cafe Food HS	2,000.00	8/1/2021	10-2560-415-00-71-300-13
				Total		
				<u>\$2,000.00</u>		
0022081807	Hershey Creamery Company	10-2560-415-00-72-220-13	Cafe Food Marlowe	2,000.00	8/1/2021	10-2560-415-00-72-220-13
				Total		
				<u>\$2,000.00</u>		



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0022081817	Hershey Creamery Company	10-2560-415-00-74-210-13	Cafe Food Heineman	2,000.00	8/1/2021	10-2560-415-00-74-210-13
			Total	<u>\$2,000.00</u>		
0020220374	Hi-Line Utility Supply Company LLC	20-2542-410-00-79	Supplies B & G	177.17	8/13/2021	20-2542-410-00-79
			Total	<u>\$177.17</u>		
0020220375	Home Depot Credit Services	20-2542-520-00-79	Building projects	93.86	8/13/2021	20-2542-520-00-79
		20-2542-520-00-79	Building projects	58.45	8/13/2021	20-2542-520-00-79
		20-2542-520-00-79	Building projects	54.56	8/13/2021	20-2542-520-00-79
		20-2542-520-00-79	Building projects	84.19	8/13/2021	20-2542-520-00-79
			Total	<u>\$291.06</u>		
0022080067	Home Depot Credit Services	20-2542-410-00-79	Supplies B & G	1,500.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$1,500.00</u>		
0022081767	Home Juice Corp	10-2560-415-00-71-300-13	Cafe Food HS	500.00	8/1/2021	10-2560-415-00-71-300-13
			Total	<u>\$500.00</u>		
0022081777	Home Juice Corp	10-2560-415-00-72-220-13	Cafe Food Marlowe	500.00	8/1/2021	10-2560-415-00-72-220-13
			Total	<u>\$500.00</u>		
0022081787	Home Juice Corp	10-2560-415-00-74-210-13	Cafe Food Heineman	500.00	8/1/2021	10-2560-415-00-74-210-13
			Total	<u>\$500.00</u>		
0020220322	Houghton Mifflin Harcourt	10-1130-420-00-71-300-13	HS Curriculum Textbooks	36.33	8/9/2021	10-1130-420-00-71-300-13
		10-1130-420-00-71-300-13	HS Curriculum Textbooks	346.00	8/9/2021	10-1130-420-00-71-300-13
			Total	<u>\$382.33</u>		
0020220332	ID Wholesaler	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	2,359.63	8/10/2021	10-1120-710-00-72-220-13
		10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	236.47	8/10/2021	10-1120-710-00-72-220-13
		10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	1,127.40	8/10/2021	10-1120-710-00-72-220-13
		10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	-250.00	8/10/2021	10-1120-710-00-72-220-13
		10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	33.56	8/10/2021	10-1120-710-00-72-220-13
			Total	<u>\$3,507.06</u>		



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0020220346	iDesign Solutions	10-1130-410-67-71-300-13	PLTW Supplies	1,619.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	1,187.64	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	989.64	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	305.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	791.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	3,599.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	260.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	197.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	179.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	161.82	8/12/2021	10-1130-410-67-71-300-13		
		10-1130-410-67-71-300-13	PLTW Supplies	208.44	8/12/2021	10-1130-410-67-71-300-13		
		Total				<u>\$9,503.28</u>		
		0020220376	IESA	10-1500-640-00-74-210-13	Sports Dues & Fees Heineman	75.00	8/13/2021	10-1500-640-00-74-210-13
Total				<u>\$75.00</u>				
0020220377	IHSA	10-1500-490-00-71-300-13	Team Sports HHS	200.00	8/13/2021	10-1500-490-00-71-300-13		
		Total				<u>\$200.00</u>		
0020220378	Illinois Architectural Glass	20-2542-323-00-79	Repairs & Maint Buildings	64.00	8/13/2021	20-2542-323-00-79		
		20-2542-323-00-79	Repairs & Maint Buildings	2,608.00	8/13/2021	20-2542-323-00-79		
		20-2542-323-00-79	Repairs & Maint Buildings	250.00	8/13/2021	20-2542-323-00-79		
		Total				<u>\$2,922.00</u>		
0020220270	Illinois Tollway Quarterly	40-2552-640-00-79	Dues & Fees	3,927.00	8/2/2021	40-2552-640-00-79		
		Total				<u>\$3,927.00</u>		
0020220271	Illinois Tollway Violation	40-2552-640-00-79	Dues & Fees	250.30	8/2/2021	40-2552-640-00-79		
		Total				<u>\$250.30</u>		
0022080077	Interstate Battery Center	20-2542-410-00-79	Supplies B & G	200.00	8/1/2021	20-2542-410-00-79		
		Total				<u>\$200.00</u>		
0020220263	Jensens Plumbing & Heating Inc	20-2542-323-00-79	Repairs & Maint Buildings	425.00	8/2/2021	20-2542-323-00-79		
		Total				<u>\$425.00</u>		
0020220339	Jensens Plumbing & Heating Inc	20-2542-520-00-79	Building projects	9,955.00	8/11/2021	20-2542-520-00-79		
		Total				<u>\$9,955.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020220379	Jensens Plumbing & Heating Inc	10-1120-710-00-72-220-13	Marlowe Non-Capitalized Eqpt	612.00	8/13/2021	10-1120-710-00-72-220-13
			Total	<u>\$612.00</u>		
0020220301	Johnson Controls Inc	20-2542-323-00-79	Repairs & Maint Buildings	4,879.73	8/4/2021	20-2542-323-00-79
			Total	<u>\$4,879.73</u>		
0020220382	Kelmscott Communications	10-2210-410-00-79-600-14	Assignment Notebooks/Locks	12,600.00	8/13/2021	10-2210-410-00-79-600-14
			Total	<u>\$12,600.00</u>		
0022081537	Klein Thorpe & Jenkins Ltd	10-2310-318-00-74-500-14	Legal Board	7,000.00	8/1/2021	10-2310-318-00-74-500-14
			Total	<u>\$7,000.00</u>		
0020220305	K-Tech Inc	20-2542-410-00-79	Supplies B & G	80.00	8/4/2021	20-2542-410-00-79
			Total	<u>\$80.00</u>		
0020220347	Laser Pro Company	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	1,200.00	8/12/2021	10-2410-410-00-74-150-14
			Total	<u>\$1,200.00</u>		
0020220272	Leach Enterprises Inc	40-2554-410-00-79	Fleet Supplies	4,504.78	8/2/2021	40-2554-410-00-79
			Total	<u>\$4,504.78</u>		
0022080787	Leach Enterprises Inc	40-2554-410-00-79	Fleet Supplies	2,500.00	8/1/2021	40-2554-410-00-79
			Total	<u>\$2,500.00</u>		
0022080447	Lincoln National Life	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	90,000.00	8/1/2021	10-2310-220-00-79-600-14
			Total	<u>\$90,000.00</u>		
0022080497	Little City Foundation	10-4220-670-00-79-600-14	Sp Ed Private Tuition	18,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$18,000.00</u>		
0020220284	Mad Hatter Wellness	10-1200-410-66-71-300-13	STEP Supplies	383.00	8/2/2021	10-1200-410-66-71-300-13
			Total	<u>\$383.00</u>		
0022081959	Manthey, Denise N	10-2130-310-00-79-600-14	Health Services	4,000.00	8/1/2021	10-2130-310-00-79-600-14
			Total	<u>\$4,000.00</u>		



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0022080507	Marklund Children's Home	10-4220-670-00-79-600-14	Sp Ed Private Tuition	27,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$27,000.00</u>		
0020220323	Math Learning Center	10-1100-423-00-74-500-14	New Adoption	3,900.00	8/9/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	273.00	8/9/2021	10-1100-423-00-74-500-14
			Total	<u>\$4,173.00</u>		
0020220324	Math Learning Center	10-1100-423-00-74-500-14	New Adoption	1,950.00	8/9/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	136.50	8/9/2021	10-1100-423-00-74-500-14
			Total	<u>\$2,086.50</u>		
0020220325	Math Learning Center	10-1100-423-00-74-500-14	New Adoption	3,900.00	8/9/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	273.00	8/9/2021	10-1100-423-00-74-500-14
			Total	<u>\$4,173.00</u>		
0020220326	Math Learning Center	10-1100-423-00-74-500-14	New Adoption	273.00	8/9/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	3,900.00	8/9/2021	10-1100-423-00-74-500-14
			Total	<u>\$4,173.00</u>		
0020220327	Math Learning Center	10-1100-423-00-74-500-14	New Adoption	1,950.00	8/9/2021	10-1100-423-00-74-500-14
		10-1100-423-00-74-500-14	New Adoption	136.50	8/9/2021	10-1100-423-00-74-500-14
			Total	<u>\$2,086.50</u>		
0020220348	McGrath Press	10-2130-410-00-79-600-14	Supplies Health	252.27	8/12/2021	10-2130-410-00-79-600-14
			Total	<u>\$252.27</u>		
0020220285	McGraw Hill School Education	10-1200-310-92-79-600-14	IDEA General Purchased Service	2,024.47	8/2/2021	10-1200-310-92-79-600-14
			Total	<u>\$2,024.47</u>		
0020220315	McGraw Hill School Education	10-1200-410-92-79-600-14	IDEA Instructional Supplies	1,595.74	8/6/2021	10-1200-410-92-79-600-14
			Total	<u>\$1,595.74</u>		
0022080287	McMaster Carr Supply Co	20-2542-410-00-79	Supplies B & G	700.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$700.00</u>		
0020220309	MDC Environmental Serv	20-2542-321-00-79	Sanitation/Exterminating	956.05	8/5/2021	20-2542-321-00-79
			Total	<u>\$956.05</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022080117	MDC Environmental Serv	20-2542-321-00-79	Sanitation/Exterminating	3,042.96	8/1/2021	20-2542-321-00-79
			Total	<u>\$3,042.96</u>		
0020220381	Menards Inc	20-2542-520-00-79	Building projects	55.68	8/13/2021	20-2542-520-00-79
			Total	<u>\$55.68</u>		
0022080127	Menards Inc	20-2542-410-00-79	Supplies B & G	1,000.00	8/1/2021	20-2542-410-00-79
			Total	<u>\$1,000.00</u>		
0022080467	Mesirow Insurance Services Inc	10-1100-220-00-79-600-14	Regular Programs Insurance	16,500.00	8/1/2021	10-1100-220-00-79-600-14
			Total	<u>\$16,500.00</u>		
0022081958	Metro Prep	10-4220-670-00-79-600-14	Sp Ed Private Tuition	5,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$5,000.00</u>		
0020220349	Midland Paper	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	4,852.00	8/12/2021	10-2410-410-00-74-150-14
			Total	<u>\$4,852.00</u>		
0020220273	Midwest Transit Equip Kankakee	40-2550-323-00-79	Repairs and Maintenance	83.95	8/2/2021	40-2550-323-00-79
			Total	<u>\$83.95</u>		
0022081527	Miller Hall & Triggs	10-2310-318-00-74-500-14	Legal Board	8,000.00	8/1/2021	10-2310-318-00-74-500-14
			Total	<u>\$8,000.00</u>		
0020220328	Mulch Center, The	20-2543-410-00-79	Grounds Supplies	4,140.00	8/9/2021	20-2543-410-00-79
			Total	<u>\$4,140.00</u>		
0020220344	NCS Pearson Inc.	10-2230-312-00-79-600-14	Testing/Assessment	21,937.50	8/12/2021	10-2230-312-00-79-600-14
			Total	<u>\$21,937.50</u>		
0020220353	NCS Pearson Inc.	10-2230-312-00-79-600-14	Testing/Assessment	5,300.00	8/13/2021	10-2230-312-00-79-600-14
		10-2230-312-00-79-600-14	Testing/Assessment	1,200.00	8/13/2021	10-2230-312-00-79-600-14
		10-2230-312-00-79-600-14	Testing/Assessment	4,500.00	8/13/2021	10-2230-312-00-79-600-14
			Total	<u>\$11,000.00</u>		



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0020220296	NCTM	10-2210-490-00-74-500-14	Supplies Curr & Inst	553.00	8/3/2021	10-2210-490-00-74-500-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst	35.20	8/3/2021	10-2210-490-00-74-500-14
		10-2210-490-00-74-500-14	Supplies Curr & Inst	1,244.25	8/3/2021	10-2210-490-00-74-500-14
		Total			<u>\$1,832.45</u>	
0022080147	Neuco	20-2542-410-00-79	Supplies B & G	1,000.00	8/1/2021	20-2542-410-00-79
		Total			<u>\$1,000.00</u>	
0022080607	New Connections Academy	10-4220-670-00-79-600-14	Sp Ed Private Tuition	12,000.00	8/1/2021	10-4220-670-00-79-600-14
		Total			<u>\$12,000.00</u>	
0022081057	New England Center for Children	10-1200-310-92-79-600-14	IDEA General Purchased Service	699.00	8/1/2021	10-1200-310-92-79-600-14
		Total			<u>\$699.00</u>	
0022080547	New Hope Academy	10-4220-670-00-79-600-14	Sp Ed Private Tuition	5,000.00	8/1/2021	10-4220-670-00-79-600-14
		Total			<u>\$5,000.00</u>	
0020220354	North American Corporation	20-2542-323-00-79	Repairs & Maint Buildings	185.00	8/13/2021	20-2542-323-00-79
		20-2542-323-00-79	Repairs & Maint Buildings	2,948.00	8/13/2021	20-2542-323-00-79
		Total			<u>\$3,133.00</u>	
0022080017	North American Corporation	20-2542-410-00-79	Supplies B & G	8,959.60	8/1/2021	20-2542-410-00-79
		Total			<u>\$8,959.60</u>	
0020220264	Northwest Suburban Special Ed Org	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	15.00	8/2/2021	10-2210-314-92-79-605-14
		Total			<u>\$15.00</u>	
0020220265	Northwest Suburban Special Ed Org	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	15.00	8/2/2021	10-2210-314-92-79-605-14
		Total			<u>\$15.00</u>	
0022081547	Northwestern Medicine	10-2130-220-00-79-600-14	Health Services Insurance	500.00	8/1/2021	10-2130-220-00-79-600-14
		10-2642-390-00-74-500-14	Purchased Service Human Res	250.00	8/1/2021	10-2642-390-00-74-500-14
		Total			<u>\$750.00</u>	
0020220274	Northwestern Medicine Occupational H	40-2550-310-00-79	Prof & Tech Service Trans	1,940.00	8/2/2021	40-2550-310-00-79
		Total			<u>\$1,940.00</u>	



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0020220383	Office Depot	10-2321-410-00-74-500-14	Supplies Supt	13.50	8/13/2021	10-2321-410-00-74-500-14
			Total	<u>\$13.50</u>		
0022080167	Office Depot	20-2540-410-00-79	Office Supplies B & G	187.50	8/1/2021	20-2540-410-00-79
			Total	<u>\$187.50</u>		
0022080177	Omni Commercial Lighting Service	20-2542-323-00-79	Repairs & Maint Buildings	1,000.00	8/1/2021	20-2542-323-00-79
			Total	<u>\$1,000.00</u>		
0022080797	Ottosen DiNolfo Hasenbalg & Castaldo	10-2310-318-00-74-500-14	Legal Board	3,000.00	8/1/2021	10-2310-318-00-74-500-14
			Total	<u>\$3,000.00</u>		
0020220275	Parent Petroleum Inc	40-2552-464-00-79	Diesel/Gasoline	1,216.84	8/2/2021	40-2552-464-00-79
			Total	<u>\$1,216.84</u>		
0020220276	Patlin Inc	40-2554-410-00-79	Fleet Supplies	442.18	8/2/2021	40-2554-410-00-79
			Total	<u>\$442.18</u>		
0020220384	Pauly's Custom Apparel Co	10-2213-410-00-79-600-14	Special Svcs Supplies	195.00	8/13/2021	10-2213-410-00-79-600-14
		10-2213-410-00-79-600-14	Special Svcs Supplies	3,116.00	8/13/2021	10-2213-410-00-79-600-14
		10-2213-410-00-79-600-14	Special Svcs Supplies	39.00	8/13/2021	10-2213-410-00-79-600-14
		10-2213-410-00-79-600-14	Special Svcs Supplies	351.00	8/13/2021	10-2213-410-00-79-600-14
		10-2213-410-00-79-600-14	Special Svcs Supplies	665.00	8/13/2021	10-2213-410-00-79-600-14
		10-2213-410-00-79-600-14	Special Svcs Supplies	754.00	8/13/2021	10-2213-410-00-79-600-14
		10-2213-410-00-79-600-14	Special Svcs Supplies	1,140.00	8/13/2021	10-2213-410-00-79-600-14
			Total	<u>\$6,260.00</u>		
0022081487	Pepsi-Cola Gen Bot Inc	10-2560-415-00-71-300-13	Cafe Food HS	7,500.00	8/1/2021	10-2560-415-00-71-300-13
			Total	<u>\$7,500.00</u>		
0020220286	Perry Weather Consulting	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc	19,669.00	8/2/2021	10-2546-390-00-79-600-14
			Total	<u>\$19,669.00</u>		
0020220380	Pro Com Systems Inc	20-2542-323-00-79	Repairs & Maint Buildings	6,530.00	8/13/2021	20-2542-323-00-79
			Total	<u>\$6,530.00</u>		



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0022080557	Pro Com Systems Inc	10-2660-390-00-79-600-14	Purchased Service Technology	2,000.00	8/1/2021	10-2660-390-00-79-600-14
			Total	<u>\$2,000.00</u>		
0020220311	Project Lead the Way	10-1130-410-67-71-300-13	PLTW Supplies	33.75	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	140.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	50.75	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	195.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	16.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	15.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	300.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	630.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	3,344.00	8/5/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	210.00	8/5/2021	10-1130-410-67-71-300-13
			Total	<u>\$4,934.50</u>		
0020220355	Project Lead the Way	10-1130-410-67-71-300-13	PLTW Supplies	598.00	8/13/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	575.00	8/13/2021	10-1130-410-67-71-300-13
			Total	<u>\$1,173.00</u>		
0020220356	Project Lead the Way	10-1130-410-67-71-300-13	PLTW Supplies	287.50	8/13/2021	10-1130-410-67-71-300-13
		10-1130-410-67-71-300-13	PLTW Supplies	356.50	8/13/2021	10-1130-410-67-71-300-13
			Total	<u>\$644.00</u>		
0020220357	Project Lead the Way	10-1130-410-67-71-300-13	PLTW Supplies	759.00	8/13/2021	10-1130-410-67-71-300-13
			Total	<u>\$759.00</u>		
0020220385	Project Lead the Way	10-1130-390-67-71-300-13	PLTW Pur Svc	1,200.00	8/13/2021	10-1130-390-67-71-300-13
			Total	<u>\$1,200.00</u>		
0020220386	Project Lead the Way	10-1130-390-67-71-300-13	PLTW Pur Svc	4,750.00	8/13/2021	10-1130-390-67-71-300-13
			Total	<u>\$4,750.00</u>		
0020220387	Project Lead the Way	10-1412-310-63-71-300-14	CTEI Purchased Service	3,200.00	8/13/2021	10-1412-310-63-71-300-14
		10-1412-310-63-71-300-14	CTEI Purchased Service	2,200.00	8/13/2021	10-1412-310-63-71-300-14
			Total	<u>\$5,400.00</u>		
0020220388	Project Lead the Way	10-1412-310-63-71-300-14	CTEI Purchased Service	1,200.00	8/13/2021	10-1412-310-63-71-300-14
			Total	<u>\$1,200.00</u>		



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0020220389	Project Lead the Way	10-1412-310-63-71-300-14	CTEI Purchased Service	1,200.00	8/13/2021	10-1412-310-63-71-300-14
			Total	<u>\$1,200.00</u>		
0020220395	Renaissance	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc	-3,744.90	8/16/2021	10-2212-310-00-79-505-14
		10-2212-310-00-79-505-14	Curriculum Gen Pur Svc	7,150.00	8/16/2021	10-2212-310-00-79-505-14
		10-2212-310-00-79-505-14	Curriculum Gen Pur Svc	-2,667.60	8/16/2021	10-2212-310-00-79-505-14
		10-2212-310-00-79-505-14	Curriculum Gen Pur Svc	1,200.00	8/16/2021	10-2212-310-00-79-505-14
		10-2212-310-00-79-505-14	Curriculum Gen Pur Svc	10,037.50	8/16/2021	10-2212-310-00-79-505-14
			Total	<u>\$11,975.00</u>		
0022080487	Revtrak, Inc.	10-2523-319-00-79-600-14	Banking Fees	10,000.00	8/1/2021	10-2523-319-00-79-600-14
			Total	<u>\$10,000.00</u>		
0020220350	Royal Pipe & Supply inc	20-2542-520-00-79	Building projects	3,978.08	8/12/2021	20-2542-520-00-79
			Total	<u>\$3,978.08</u>		
0020220277	Rush Truck Center Huntley	40-2554-410-00-79	Fleet Supplies	2,262.04	8/2/2021	40-2554-410-00-79
			Total	<u>\$2,262.04</u>		
0020220278	Rush Truck Center Huntley	40-2550-323-00-79	Repairs and Maintenance	1,028.40	8/2/2021	40-2550-323-00-79
		40-2554-410-00-79	Fleet Supplies	619.90	8/2/2021	40-2554-410-00-79
			Total	<u>\$1,648.30</u>		
0022080737	Rush Truck Center Huntley	40-2550-323-00-79	Repairs and Maintenance	2,000.00	8/1/2021	40-2550-323-00-79
			Total	<u>\$2,000.00</u>		
0022080747	Rush Truck Center Huntley	40-2554-410-00-79	Fleet Supplies	3,000.00	8/1/2021	40-2554-410-00-79
			Total	<u>\$3,000.00</u>		
0022081637	Russo Power Equipment	20-2543-410-00-79	Grounds Supplies	1,500.00	8/1/2021	20-2543-410-00-79
			Total	<u>\$1,500.00</u>		
0022081067	Safety Kleen Systems Inc	40-2550-310-00-79	Prof & Tech Service Trans	200.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$200.00</u>		
0020220334	Safeway Tuckpointing Co	20-2542-520-00-79	Building projects	17,000.00	8/10/2021	20-2542-520-00-79
			Total	<u>\$17,000.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020220329	Savvas Learning Co LLC	10-1130-420-00-71-300-13	HS Curriculum Textbooks	214.07	8/9/2021	10-1130-420-00-71-300-13
		10-1130-420-00-71-300-13	HS Curriculum Textbooks	3,058.20	8/9/2021	10-1130-420-00-71-300-13
		Total			<u>\$3,272.27</u>	
0020220287	Scholastic Magazines	10-1200-310-92-79-600-14	IDEA General Purchased Service	142.35	8/2/2021	10-1200-310-92-79-600-14
		Total			<u>\$142.35</u>	
0020220297	School Health Corporation	10-1200-410-66-71-300-13	STEP Supplies	3,014.44	8/3/2021	10-1200-410-66-71-300-13
		Total			<u>\$3,014.44</u>	
0020220390	School Health Corporation	10-2130-390-00-79-600-14	Purchased Services Health	402.05	8/13/2021	10-2130-390-00-79-600-14
		Total			<u>\$402.05</u>	
0020220337	School Specialty LLC	10-1120-410-00-74-210-13	Inst Supplies Heineman	756.00	8/11/2021	10-1120-410-00-74-210-13
		Total			<u>\$756.00</u>	
0020220293	Schoolbells Ltd	40-2552-331-00-79	Contracted Transportation	13,274.00	8/3/2021	40-2552-331-00-79
		Total			<u>\$13,274.00</u>	
0022081317	Schuring & Schuring	10-2560-415-00-71-100-13	Cafe Food Leggee	6,000.00	8/1/2021	10-2560-415-00-71-100-13
		Total			<u>\$6,000.00</u>	
0022081327	Schuring & Schuring	10-2560-415-00-71-300-13	Cafe Food HS	7,000.00	8/1/2021	10-2560-415-00-71-300-13
		Total			<u>\$7,000.00</u>	
0022081367	Schuring & Schuring	10-2560-415-00-74-140-13	Cafe Food Mackeben	5,000.00	8/1/2021	10-2560-415-00-74-140-13
		Total			<u>\$5,000.00</u>	
0022081373	Schuring & Schuring	10-2560-415-00-72-110-13	Cafe Food Chesak	8,000.00	8/1/2021	10-2560-415-00-72-110-13
		Total			<u>\$8,000.00</u>	
0022081374	Schuring & Schuring	10-2560-415-00-72-120-13	Cafe Food Martin	8,000.00	8/1/2021	10-2560-415-00-72-120-13
		Total			<u>\$8,000.00</u>	
0022081375	Schuring & Schuring	10-2560-415-00-72-220-13	Cafe Food Marlowe	4,000.00	8/1/2021	10-2560-415-00-72-220-13
		Total			<u>\$4,000.00</u>	



Huntley Community School District #158

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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022081377	Schuring & Schuring	10-2560-415-00-74-150-13	Cafe Food Conley	5,000.00	8/1/2021	10-2560-415-00-74-150-13
			Total	<u>\$5,000.00</u>		
0022081387	Schuring & Schuring	10-2560-415-00-74-210-13	Cafe Food Heineman	4,000.00	8/1/2021	10-2560-415-00-74-210-13
			Total	<u>\$4,000.00</u>		
0022081397	Schuring & Schuring	10-2560-415-97-79-600-14	All Children Snacks	150.00	8/1/2021	10-2560-415-97-79-600-14
			Total	<u>\$150.00</u>		
0022080957	Secretary of State 12	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080947	Secretary of State 11	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080967	Secretary of State 13	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080977	Secretary of State 14	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080987	Secretary of State 15	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080997	Secretary of State 16	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022081007	Secretary of State 17	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022081017	Secretary of State 18	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022081027	Secretary of State 19	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		



Huntley Community School District #158

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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022081037	Secretary of State 20	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080847	Secretary of State1	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080937	Secretary of State10	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080857	Secretary of State2	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080867	Secretary of State3	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080877	Secretary of State4	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080887	Secretary of State5	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080897	Secretary of State6	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080907	Secretary of State7	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080917	Secretary of State8	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0022080927	Secretary of State9	40-2550-310-00-79	Prof & Tech Service Trans	4.00	8/1/2021	40-2550-310-00-79
			Total	<u>\$4.00</u>		
0020220306	Sherwin Williams Co	20-2542-410-00-79	Supplies B & G	28.73	8/4/2021	20-2542-410-00-79
			Total	<u>\$28.73</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020220290	SiteOne Landscape Supply	20-2543-410-00-79	Grounds Supplies	106.44	8/2/2021	20-2543-410-00-79
			Total	<u>\$106.44</u>		
0020220288	SpeechTherapydp	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	1,869.00	8/2/2021	10-2210-314-92-79-605-14
			Total	<u>\$1,869.00</u>		
0022080377	Talerico Martin Corp	10-2560-415-00-74-210-13	Cafe Food Heineman	1,000.00	8/1/2021	10-2560-415-00-74-210-13
			Total	<u>\$1,000.00</u>		
0022080378	Talerico Martin Corp	10-2560-415-00-71-300-13	Cafe Food HS	2,000.00	8/1/2021	10-2560-415-00-71-300-13
			Total	<u>\$2,000.00</u>		
0022080387	Talerico Martin Corp	10-2560-415-00-72-220-13	Cafe Food Marlowe	1,000.00	8/1/2021	10-2560-415-00-72-220-13
			Total	<u>\$1,000.00</u>		
0020220331	Teacher Innovations, Inc	10-1110-410-00-74-150-13	Inst Supplies Conley	607.50	8/10/2021	10-1110-410-00-74-150-13
			Total	<u>\$607.50</u>		
0020220317	Teacher Synergy LLC	10-1200-310-92-79-600-14	IDEA General Purchased Service	62.98	8/9/2021	10-1200-310-92-79-600-14
			Total	<u>\$62.98</u>		
0020220358	Theatrical Rights Worldwide	10-1130-490-02-71-300-13 10-1531-319-00-71-300-13	High School Fine Arts/PAC Supplies Theater Royalties	225.00 1,300.00	8/13/2021 8/13/2021	10-1130-490-02-71-300-13 10-1531-319-00-71-300-13
			Total	<u>\$1,525.00</u>		
0020220307	Thermosystems Building System	20-2542-323-00-79	Repairs & Maint Buildings	3,390.36	8/4/2021	20-2542-323-00-79
			Total	<u>\$3,390.36</u>		
0020220330	Thermosystems Building System	20-2542-323-00-79	Repairs & Maint Buildings	12,214.00	8/9/2021	20-2542-323-00-79
			Total	<u>\$12,214.00</u>		
0022080307	Thomson Reuters	10-2660-470-00-79-600-14	Software Technology	1,015.35	8/1/2021	10-2660-470-00-79-600-14
			Total	<u>\$1,015.35</u>		
0022080357	T-Mobile	20-2540-340-00-79	Telephone - Districtwide	4,000.00	8/1/2021	20-2540-340-00-79
			Total	<u>\$4,000.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0020220340	Trane	20-2542-323-00-79	Repairs & Maint Buildings	2,271.00	8/11/2021	20-2542-323-00-79
			Total	<u>\$2,271.00</u>		
0020220391	Trane	20-2542-410-00-79	Supplies B & G	612.67	8/13/2021	20-2542-410-00-79
			Total	<u>\$612.67</u>		
0020220279	Tredroc Tire Services LLC	40-2554-410-00-79	Fleet Supplies	3,810.75	8/2/2021	40-2554-410-00-79
			Total	<u>\$3,810.75</u>		
0022080837	Tredroc Tire Services LLC	40-2554-410-00-79	Fleet Supplies	3,400.00	8/1/2021	40-2554-410-00-79
			Total	<u>\$3,400.00</u>		
0020220289	Tyler Technologies Inc	40-2554-410-00-79	Fleet Supplies	3,168.00	8/2/2021	40-2554-410-00-79
			Total	<u>\$3,168.00</u>		
0020220392	Uncharted Learning NFP	10-1412-310-63-71-300-14	CTEI Purchased Service	5,000.00	8/13/2021	10-1412-310-63-71-300-14
		10-1412-310-63-71-300-14	CTEI Purchased Service	2,500.00	8/13/2021	10-1412-310-63-71-300-14
			Total	<u>\$7,500.00</u>		
0020220280	Unity School Bus Parts, Inc	40-2554-410-00-79	Fleet Supplies	1,627.00	8/2/2021	40-2554-410-00-79
			Total	<u>\$1,627.00</u>		
0020220393	US Bank	30-5900-690	Bond Service Charge	350.00	8/13/2021	30-5900-690
			Total	<u>\$350.00</u>		
0020220359	Vantage Learning	10-1120-410-00-74-210-13	Inst Supplies Heineman	340.00	8/13/2021	10-1120-410-00-74-210-13
			Total	<u>\$340.00</u>		
0022081607	Verizon Wireless	20-2540-340-00-79	Telephone - Districtwide	7,000.00	8/1/2021	20-2540-340-00-79
			Total	<u>\$7,000.00</u>		
0022080137	VILLAGE OF ALGONQUIN	20-2546-310-00-71-305	Resource Officer	9,749.33	8/1/2021	20-2546-310-00-71-305
			Total	<u>\$9,749.33</u>		
0022081517	Village of Huntley	20-2546-310-00-71-305	Resource Officer	5,360.20	8/1/2021	20-2546-310-00-71-305
			Total	<u>\$5,360.20</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022080687	Village of Lake in the Hills	20-2546-310-00-71-305	Resource Officer	5,245.00	8/1/2021	20-2546-310-00-71-305
			Total	<u>\$5,245.00</u>		
0022081757	Virtual Connections Academy	10-4220-670-00-79-600-14	Sp Ed Private Tuition	5,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$5,000.00</u>		
0022080457	VSP of Illinois NFP	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	8,000.00	8/1/2021	10-2310-220-00-79-600-14
			Total	<u>\$8,000.00</u>		
0020220360	Wallingford Sales Company	20-2542-410-00-79	Supplies B & G	3,946.54	8/13/2021	20-2542-410-00-79
			Total	<u>\$3,946.54</u>		
0020220291	Warehouse Direct Cardunal	40-2550-410-00-79	Office Supplies	320.90	8/2/2021	40-2550-410-00-79
			Total	<u>\$320.90</u>		
0022080767	WEX BANK	40-2552-464-00-79	Diesel/Gasoline	300.00	8/1/2021	40-2552-464-00-79
			Total	<u>\$300.00</u>		
0022080777	WEX BANK	10-1700-464-21-71-300-13	Driver Education Gasoline	30.00	8/1/2021	10-1700-464-21-71-300-13
		10-1700-464-21-71-300-13	Driver Education Gasoline	2,000.00	8/1/2021	10-1700-464-21-71-300-13
			Total	<u>\$2,030.00</u>		
0022081747	Winston Knolls Education Group	10-4220-670-00-79-600-14	Sp Ed Private Tuition	6,500.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$6,500.00</u>		
0022080657	Woodstock Community Unit School Dist	10-4220-670-00-79-600-14	Sp Ed Private Tuition	12,000.00	8/1/2021	10-4220-670-00-79-600-14
			Total	<u>\$12,000.00</u>		
0020220316	WPS	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	275.10	8/6/2021	10-2130-410-92-79-605-14
		10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	304.00	8/6/2021	10-2130-410-92-79-605-14
		10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	1,520.00	8/6/2021	10-2130-410-92-79-605-14
		10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	927.00	8/6/2021	10-2130-410-92-79-605-14
			Total	<u>\$3,026.10</u>		
0022080477	Zero Card	10-1100-220-00-79-600-14	Regular Programs Insurance	2,500.00	8/1/2021	10-1100-220-00-79-600-14
			Total	<u>\$2,500.00</u>		



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P.O.#	Vendor Name	A.S.N.	Description	Amount	P.O. Date	State Account Number
0022080267	Zieglers Ace Hardware	20-2542-410-00-79	Supplies B & G	300.00	8/1/2021	20-2542-410-00-79
				Total <u>300.00</u>		
0022081047	Zieglers Ace Hardware	40-2554-410-00-79	Fleet Supplies	100.00	8/1/2021	40-2554-410-00-79
				Total <u>100.00</u>		
				Total <u>\$2,326,990.31</u>		



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

To: Board of Education and Administration
From: Mark Altmayer, Chief Financial Officer
Date: August 19, 2021
Subject: **Supplemental Accounts Payable Report**
Board of Education Meeting, August 19, 2021
Action Items

The following is an updated executive summary of the attached report titled “Accounts Payable” which is a listing of open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.) and therefore Administration is requesting Board Approval to issue payment:

Education Fund	\$	27,965.97
Operations & Maintenance Fund		32.59
Debt Service Fund		0.00
Transporation Fund		0.00
Municipal Retirement and Social Security Fund		0.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	\$	<u>27,998.56</u>

RECOMMENDATION

Administration recommends the Board of Education approve the Supplemental Accounts Payable Report at the August 19, 2021 Regular Board meeting.



Huntley Community School District #158 Accounts Payable Report

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Vendor Name	A.S.N.	Description	Amount	State Account Number
Allen, Lindsey	10-2310-230-00-74-500-14	Tuition Reimbursement	359.20	10-2310-230-00-74-500-14
		Total	<u>\$359.20</u>	
Archambeau, Laura	10-2310-230-00-74-500-14	Tuition Reimbursement	1,107.00	10-2310-230-00-74-500-14
		Total	<u>\$1,107.00</u>	
Ary, Todd	10-2310-230-00-74-500-14	Tuition Reimbursement	375.00	10-2310-230-00-74-500-14
		Total	<u>\$375.00</u>	
Brancato, Suzanne	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	
Browne, Jenni	10-2310-230-00-74-500-14	Tuition Reimbursement	375.00	10-2310-230-00-74-500-14
		Total	<u>\$375.00</u>	
Byrne, Steven	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	
DeBlieck, Jaime	10-2310-230-00-74-500-14	Tuition Reimbursement	330.00	10-2310-230-00-74-500-14
		Total	<u>\$330.00</u>	
Dingbaum, Vicki	10-2310-230-00-74-500-14	Tuition Reimbursement	750.00	10-2310-230-00-74-500-14
		Total	<u>\$750.00</u>	
Easley, Amanda	10-2310-230-00-74-500-14	Tuition Reimbursement	520.00	10-2310-230-00-74-500-14
		Total	<u>\$520.00</u>	
Garcia, Alexandra	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	
Garza, Jennifer	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	



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Vendor Name	A.S.N.	Description	Amount	State Account Number
Gerke, Paula	10-2310-230-00-74-500-14	Tuition Reimbursement	374.00	10-2310-230-00-74-500-14
		Total	<u>\$374.00</u>	
Greene, Noelle	10-2310-230-00-74-500-14	Tuition Reimbursement	1,560.00	10-2310-230-00-74-500-14
		Total	<u>\$1,560.00</u>	
Hanczar, Renee	10-2310-230-00-74-500-14	Tuition Reimbursement	1,107.00	10-2310-230-00-74-500-14
		Total	<u>\$1,107.00</u>	
Heinz, JoAnne	10-2310-230-00-74-500-14	Tuition Reimbursement	705.00	10-2310-230-00-74-500-14
		Total	<u>\$705.00</u>	
Heisler, Georjeve	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	
Hora, Jennifer	10-2310-230-00-74-500-14	Tuition Reimbursement	750.00	10-2310-230-00-74-500-14
		Total	<u>\$750.00</u>	
Hoyou, Anna	10-2310-230-00-74-500-14	Tuition Reimbursement	160.00	10-2310-230-00-74-500-14
		Total	<u>\$160.00</u>	
Jenkins, Laura	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	
Karouzos, Darcy	10-2310-230-00-74-500-14	Tuition Reimbursement	375.00	10-2310-230-00-74-500-14
		Total	<u>\$375.00</u>	
Kinzie, Andrea	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	
Konie, Cherly	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	



Huntley Community School District #158 Accounts Payable Report

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Vendor Name	A.S.N.	Description	Amount	State Account Number
Lesak, Lauren	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	
Levita, Jennifer	10-2310-230-00-74-500-14	Tuition Reimbursement	495.00	10-2310-230-00-74-500-14
		Total	<u>\$495.00</u>	
Marchand, Trisha	10-2310-230-00-74-500-14	Tuition Reimbursement	330.00	10-2310-230-00-74-500-14
		Total	<u>\$330.00</u>	
Maurer, Jodi	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	
Meyer, Sara	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	
Nardi, Angelo	20-2540-332-00-79	Travel	32.59	20-2540-332-00-79
		Total	<u>\$32.59</u>	
Oltman, Amanda	10-2310-230-00-74-500-14	Tuition Reimbursement	1,083.00	10-2310-230-00-74-500-14
		Total	<u>\$1,083.00</u>	
Paramo, Lesley	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	
Reed, Richard	10-2560-415-00-74-210-13	Cafe Food Heineman	299.77	10-2560-415-00-74-210-13
		Total	<u>\$299.77</u>	
Regan, Bridget	10-2310-230-00-74-500-14	Tuition Reimbursement	375.00	10-2310-230-00-74-500-14
		Total	<u>\$375.00</u>	
Reinke, Paul	10-2310-230-00-74-500-14	Tuition Reimbursement	1,125.00	10-2310-230-00-74-500-14
		Total	<u>\$1,125.00</u>	



Huntley Community School District #158 Accounts Payable Report

Vendor Name	A.S.N.	Description	Amount	State Account Number
Ricker, Krysta	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	
Riebock, Benjamin	10-2310-230-00-74-500-14	Tuition Reimbursement	1,560.00	10-2310-230-00-74-500-14
		Total	<u>\$1,560.00</u>	
Rohde, Rick	10-2310-230-00-74-500-14	Tuition Reimbursement	750.00	10-2310-230-00-74-500-14
		Total	<u>\$750.00</u>	
Roser, Jennifer	10-2310-230-00-74-500-14	Tuition Reimbursement	944.00	10-2310-230-00-74-500-14
		Total	<u>\$944.00</u>	
Sargent, Stephanie	10-2310-230-00-74-500-14	Tuition Reimbursement	1,017.00	10-2310-230-00-74-500-14
		Total	<u>\$1,017.00</u>	
Sisler, Rebecca	10-2310-230-00-74-500-14	Tuition Reimbursement	375.00	10-2310-230-00-74-500-14
		Total	<u>\$375.00</u>	
Smith, Lauren	10-2310-230-00-74-500-14	Tuition Reimbursement	520.00	10-2310-230-00-74-500-14
		Total	<u>\$520.00</u>	
Starnes, Suzanne	10-2310-230-00-74-500-14	Tuition Reimbursement	375.00	10-2310-230-00-74-500-14
		Total	<u>\$375.00</u>	
Thennisch, Madison	10-2310-230-00-74-500-14	Tuition Reimbursement	390.00	10-2310-230-00-74-500-14
		Total	<u>\$390.00</u>	
		Total	<u><u>\$27,998.56</u></u>	

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Fax (847) 659-6125

TO: Board of Education and Cabinet Members

FROM: Dr. Scott Rowe, Superintendent
Lorie Woods

DATE: August 5, 2021

RE: Recommended Changes for Board Policy
PRESS Updates – June 2021, Issue 107

POLICY RECOMMENDATIONS

PRESS UPDATE – June 2021, Issue 107

- **1:20** **District Organization, Operations, and Cooperative Agreements**
Legal References are updated in response to a five-year review.
- **2:10** **School District Governance**
Policy is updated to reflect changes to 5 ILCS 120/7(e), amended by P.A. 101-640, permitting public bodies to meet without a quorum physically present during a public health emergency. Includes updates to Legal References.
- **2:30** **School District Elections**
Updates to Legal References in response to a five-year review.
- **2:130** **Board-Superintendent Relationship**
Policy is updated in response to a five-year review.
- **2:240** **Board Policy Development**
Policy is updated with an optional subhead entitled Words Importing Gender, in response to evolving diversity, equity, and inclusion work at the IASB.
- **5:10** **Equal Employment Opportunity and Minority Recruitment**
The Policy and Legal References are updated in response to 775 ILCS 5/2-103.1, added by P.A. 101-656, prohibiting an employer from disqualifying or taking other adverse action against applicants/employees based on conviction records unless certain conditions and notification requirements are met.
- **5:30** **Hiring Process and Criteria**
The Cross References are updated to incorporate a style change.
- **6:100** **Using Animals in the Educational Program**
An Administrative Procedure Reference is deleted.
- **6:145** **Migrant Students**
Updates to the Policy and Legal References in response to a five-year review.

- **6:235 Access to Electronic Networks**
The Policy, Legal References, Cross References, and Administrative Procedure References are updated in response to the expanded use of educational technologies in schools and for other improvements.
- **6:255 Assemblies and Ceremonies**
Update to Legal References in response to a five-year review.
- **6:260 Complaints About Curriculum, Instructional Materials, and Programs**
Updates to the Policy, Legal References, and Cross References in response to a five-year review.
- **7:220 Bus Conduct**
The Policy is updated in response to a five-year review and includes a minor style change.
- **7:280 Communicable and Chronic Infectious Disease**
The Legal References are updated in response to a five-year review.
- **8:90 Parent Organizations and Booster Clubs**
The Policy is updated in response to a five-year review.

Recommendation

Administration requests the Policy Committee recommend the above policies be moved forward for a first reading by the Board at the next BOE meeting.

Please feel free to contact me or Mrs. Woods with any questions and/or concerns.

LRW
Attachments

Update Memo

Please distribute to board members and appropriate staff.

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Next Issue: Post-Legislative Session Updates

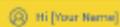
Online Instructions

Please follow these three easy steps to log in to **PRESS**:

1. Go to www.iasb.com and click on the yellow **Member Login** button.



2. Log in using your email address and password.
 - If you do not know your password, do not create a new account; reset your password using your district email address.
 - If you are still having difficulty logging in, please contact your District’s Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
 - If you continue to have difficulty logging in to www.iasb.com, please contact James Wagner at jwagner@iasb.com.
 - Click the yellow “Hi [Your Name],” button.



3. Under **My Account Links**, click on **PRESS Login**.

PRESS

Policy Reference Education Subscription Service

This publication is designed to provide information only and is not a substitute for legal advice from the Board Attorney. If you have any questions, please contact Kimberly Small, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1226; Maryam Brotine, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1219; or Debra Jacobson, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1211.

Please share this **PRESS** Update Memo with all board members and appropriate staff.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online**: Committee Worksheets and the updated **Policy Reference Manual (PRM)** pages.

The Committee Worksheets, found by selecting a *PRESS Issue* at the top of the **PRESS Online** Table of Contents, show suggested changes to **PRESS** materials by striking out deleted words and underscoring new words.

Updated **PRM** pages can be found in the IASB POLICY REFERENCE MANUAL Table of Contents. For visual instruction about how to download **PRM** pages and use them to update your policy manual, please go to www.iasb.com/policy/ to view the **PRESS** video tutorial located under the header entitled: **PRESS – Policy Reference Education Subscription Service**.

Special Acknowledgement to IASB Assistant PRESS Editors

IASB thanks Maryam Brotine and Debra Jacobson for leading the completion of **PRESS** Issue 107 together in the role of **PRESS** Editor. IASB also thanks them and appreciates their dedication to maintain the quality of this service.

PRESS Bundles

Each bundle summarizes the global reasons for changes to all materials that are listed.

Specific details about how each piece of material changed, e.g., legislation, administrative rules, **PRESS** Advisory Board feedback, quality assurance, five-year review items, etc., are explained in numerical order in the **Revisions to Policies, Administrative Procedures, and Exhibits** table beginning on p. 5.

Please spend time reviewing the **PRESS** online Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Have feedback on **PRESS** materials?

Click on the **PRESS** Feedback Button, located on the header bar of **PRESS Online**. For answers to more immediate questions about **PRESS** content, please contact a **PRESS** editor directly.



Conviction Records in Employment Decisions

Public Act 101-656, eff. 3-23-21, imposes new obligations on Illinois employers, including school districts, who want to rely on criminal conviction records to disqualify an applicant or take adverse action against an employee. School districts must now consider specific mitigating factors and provide written notices to applicants/employees, informing them of their right to challenge the accuracy of the conviction record and submit evidence of mitigation.

The following **PRESS** materials are updated or created in response to this important legislation:

- 4:60-AP3, Criminal History Records Check of Contractor Employees
- 5:10, Equal Employment Opportunity and Minority Recruitment
- 5:30, Hiring Process and Criteria
- 5:30-AP2, Investigations
- 5:30-AP2, E1, Notice of Preliminary Hiring Decision Based on Conviction Record - **NEW**
- 5:30-AP2, E2, Notice of Final Hiring Decision Based on Conviction Record - **NEW**

Educational Technology

The Student Online Personal Protection Act (SOPPA), a State law that is intended to protect the privacy and security of students' online data at school, goes into effect July 1, 2021. A new 7:345 suite of **PRESS** materials was released in Issue 104 (June 2020) to assist districts with implementation of this expansive law. Additional materials have been created or updated to align with SOPPA requirements and/or to reflect the expanded use of educational technologies in schools.

The following **PRESS** materials are updated or created:

- 6:235, Access to Electronic Networks
- 6:235-AP1, Acceptable Use of the District's Electronic Networks
- 6:235-AP1, E1, Student Authorization for Access to the District's Electronic Networks
- 6:235-AP1, E2, Staff Authorization for Access to the District's Electronic Networks
- 7:345-AP, E4, Notice of Parent Rights Regarding Student Covered Information - **NEW**

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The **PRESS Policy Reference Manual (PRM)** is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. **PRESS** recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and **PRESS** materials. The board then formally adopts the policies, often after more than one consideration.

After adoption by the board, each policy should have an adoption date.

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. **PRESS** sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

It is important to remember that administrative procedures do not require formal board adoption and are not included in a board policy manual.

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. **PRESS** sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, board policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

Exhibits labeled with an "E" may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.

Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.

Miscellaneous

The following **PRESS** materials are updated due to legislation, administrative rule and/or continuous review changes. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits** table in numerical order beginning on p. 5.

The following **PRESS** materials are updated:

2:10, School District Governance

2:20, Powers and Duties of the School Board; Indemnification
2:150-AP, Superintendent Committees
2:240, Board Policy Development
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records
4:40-AP, Preparing and Updating Disclosures
7:340-AP2, Storage and Destruction of School Student Records

Five-Year Review Updates

PRESS Editors have a quality assurance goal to ensure that each piece of the 1000+ page IASB **PRESS PRM** is reviewed at least every five years. The **PRM** contains approximately 175 policies and procedures. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits** table in numerical order beginning on p. 5.

The following **PRESS** materials are updated in response to five-year reviews:

1:10, School District Legal Status
1:20, District Organization, Operations, and Cooperative Agreements
1:20-AP, Checklist for Handling Intergovernmental Agreement Requests
1:30, School District Philosophy
2:30, School District Elections
2:120-E1, Guidelines for Serving as a Mentor to a New School Board Member
2:120-E2, Website Listing of Development and Training Completed by Board Members
2:125-E3, Resolution to Regulate Expense Reimbursements
2:130, Board-Superintendent Relationship
2:200-AP, Types of School Board Meetings
2:220-E4, Open Meeting Minutes
2:220-E7, Access to Closed Meeting Minutes and Verbatim Recordings
2:240-E1, **PRESS** Issue Updates
2:240-E2, Developing Local Policy
2:250-E3, Recurrent Requester Notification
3:30, Chain of Command
3:30-E, Organizational Chart for Administration
3:70-AP, Succession Plan
4:15-E1, Letter to Employees Regarding Protecting the Privacy of Social Security Numbers
4:15-E2, Statement of Purpose for Collecting Social Security Numbers
4:15-E3, Statement for Employee Manual or District Website Describing the District's Purpose for Collecting Social Security Numbers
4:140-AP, Fines, Fees, and Charges – Waiver of Student Fees
4:140-E1, Application for Fee Waiver
4:140-E2, Response to Application for Fee Waiver, Appeal, and Response to Appeal
4:140-E3, Resolution to Increase Driver Education Fees

4:170-AP5, Unsafe School Choice Option
5:40-AP, Communicable and Chronic Infectious Disease
5:125-E, Employee Receipt of Board Policy on Personal Technology and Social Media
5:170-AP1, Copyright Compliance
5:170-AP2, Seeking Permission to Copy or Use Copyrighted Works
5:170-AP3, Instructional Materials and Computer Programs Developed Within the Scope of Employment
5:170-E1, Request to Reprint or Adapt Material
5:190-E1, Notice to Parents of Their Right to Request Their Child's Classroom Teachers' Qualifications
5:190-E2, Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks by a Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements
5:190-E3, Letter to Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements for the Grade Level and Subject Area of Assignment
5:240-AP, Suspensions
6:100, Using Animals in the Educational Program
6:100-AP, Dissection of Animals
6:100-E1, Guidelines and Application for Using Animals in School Facilities for Educational Purposes
6:100-E2, Student Permission for Exposure to Animals(s) - **RENAMED**
6:120-AP4, Care of Students with Diabetes
6:145, Migrant Students
6:160, English Learners
6:170, Title I Programs
6:170-AP1, Checklist for Development, Implementation, and Maintenance of Parent and Family Engagement Compacts for Title I Programs
6:170-AP1, E1, District-Level Parent and Family Engagement Compact
6:170-AP1, E2, School-Level Parent and Family Engagement Compact
6:170-AP2, Notice to Parents Required by Elementary and Secondary Education Act, McKinney-Vento Homeless Assistance Act, and Protection of Pupil Rights Laws Act - **RENAMED**
6:190-AP, Academic Eligibility for Participation in Extracurricular Activities
6:235-AP1, Acceptable Use of the District's Electronic Networks

6:235-AP1, E2, Staff Authorization for Access to the District's Electronic Networks
 6:235-AP2, Web Publishing Guidelines
 6:235-E3, Online Privacy Statement
 6:235-E4, Keeping Yourself and Your Kids Safe On Social Networks
 6:250-AP, ~~Securing and Screening~~ Resource Persons and/or School Volunteers; ~~Screening~~ - RENAME
 6:255, Assemblies and Ceremonies
 6:260, Complaints About Curriculum, Instructional Materials, and Programs
 6:260-E, Curriculum Objection
 7:220, Bus Conduct
 7:230, Misconduct by Students with Disabilities
 7:240-AP2, E1, Consent to Participate in Extracurricular Drug and Alcohol Testing Program

7:280, Communicable and Chronic Infectious Disease
 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 Student Information
 8:90, Parent Organizations and Booster Clubs
 8:95-E2, Verification of School Visitation

Please also spend time reviewing the **PRESS** Online Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Progress Report – The contents of this table frequently change.

Topics	Our Response
<p>ISBE Special Education Rules & ICSA Sample Procedures</p> <p>The Ill. State Board of Education (ISBE) updated its special education rules, effective March 2, 2021, to incorporate various statutory changes made over the past few years. Thanks to the many Ill. Council of School Attorneys (ICSA) members serving on ICSA's Special Education Committee, these statutory changes and ISBE's updated rules have been incorporated into updated <i>Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities</i>.</p>	<p>No PRESS materials are affected. <i>Special Education Procedures and Sample Policies</i> may be downloaded from the Guidance and Resources section on Special Education of the <i>Policy Services & School Law</i> page on www.iasb.com.</p>
<p>Student Press Law Center (SPLC) Letters to School Boards</p> <p>Some boards have reported receiving letters stating:</p> <ol style="list-style-type: none"> 1. Policy 7:315, <i>Restrictions on Publications; High Schools</i>, is not fully in alignment with Illinois law; and 2. That boards should amend their policies by a certain date. <p>Note that <u>SPLC is not a regulatory or quasi-regulatory agency over Illinois school boards</u>. It has no authority to require school boards to update their policies. Many attorneys agree that the PRESS sample that most boards have adopted is in alignment with Illinois law. Other attorneys see areas in the PRESS sample policy for continued improvement.</p>	<p>PRESS Editors have reached out to SPLC attorneys and Ill. Council of School Attorneys Executive Committee members to collaborate. Policy 7:315, <i>Restrictions on Publications; High Schools</i>, will be updated in response to both legislation and continuous improvement related to SPLC suggestions in PRESS Issue 108.</p>
<p>ISBE 2020-2023 Strategic Plan</p> <p>Early this year ISBE released its 2020-2023 Strategic Plan (Plan), a roadmap for Illinois schools designed in partnership with education stakeholders and built around three overarching goals all underpinned by equity: student learning, learning conditions, and elevating educators. The Plan involves the development of an equity impact analysis tool by the end of the 2020-21 school year. Districts will pilot this tool during the 2021-22 school year, and the intent is for an Equity Journey Continuum to be included in each school district's 2022 Report Card. The Plan and status reports on its progress are at www.isbe.net/strategicplan.</p>	<p>No PRESS materials are affected.</p>
<p>ISBE SOPPA Rules</p> <p>ISBE rules to implement parents' access to their children's <i>covered information</i> under the Student Online Personal Protection Act are pending. The rules will address how often parents can request access and the manner in which they must make the request.</p>	<p>The 7:345 suite of PRESS materials will be updated as needed in Issue 108.</p>

Progress Report — *continued*

Topics	Our Response
<p>Voluntary Families First Coronavirus Response Act (FFCRA) Extension Under the American Rescue Plan Act</p> <p>The Internal Revenue Service recently issued guidance confirming that government employers, including public school districts, are eligible to claim employer tax credits to be reimbursed for paid leave taken by employees under the Families First Coronavirus Response Act (FFCRA). Under the federal American Rescue Plan Act, eligible employers may choose to extend FFCRA leave benefits beginning April 1, 2021, through September 30, 2021. For more information about the FFCRA employer tax credits, see https://www.irs.gov/newsroom/employer-tax-credits-for-employee-paid-leave-due-to-covid-19</p>	No PRESS materials are affected.
<p>Emergency Connectivity Fund Program Rules</p> <p>On May 11, 2021, the Federal Communications Commission (FCC) issued an order to implement how eligible schools and libraries may spend the \$7.17 billion Emergency Connectivity Fund Program that was recently authorized under the American Rescue Plan Act. The FCC order allows eligible schools to use the funds to cover expenses related to device purchases and home broadband connectivity for students and staff who otherwise lack service sufficient for remote learning. For more information, see https://www.fcc.gov/fcc-launch-connectivity-fund-program.</p>	No PRESS materials are affected.

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input type="checkbox"/>
1:10, School District Legal Status	The policy is unchanged.	<input type="checkbox"/>
1:20, District Organization, Operations, and Cooperative Agreements	The Legal References are updated in response to a five-year review with minor style changes that do not require board action. The footnotes are also updated in response to a five-year review.	<input type="checkbox"/>
1:20-AP, Checklist for Handling Intergovernmental Agreement Requests	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
1:30, School District Philosophy	The policy is updated in response to a five-year review. Districts that use this policy's text in posters and other printed district publications should note that adopting these changes would require them to reprint those items.	<input type="checkbox"/>
2:10, School District Governance	The policy, Legal References and footnotes are updated in response to a five-year review. The policy and footnote 4 are updated to reflect changes to 5 ILCS 120/7(e), amended by P.A. 101-640, permitting public bodies to meet without a quorum physically present during a public health emergency.	<input type="checkbox"/>
2:20, Powers and Duties of the School Board; Indemnification	The policy is unchanged. The footnotes are updated for continuous improvement.	<input type="checkbox"/>
2:30, School District Elections	The Legal References and footnotes are updated in response to a five-year review.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

2:120-E1, Guidelines for Serving as a Mentor to a New School Board Member	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:120-E2, Website Listing of Development and Training Completed by Board Members	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:125-E3, Resolution to Regulate Expense Reimbursements	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:130, Board-Superintendent Relationship	The policy and footnotes are updated in response to a five-year review. Statutory text from the footnotes was placed into the policy.	<input type="checkbox"/>
2:150-AP, Superintendent Committees	The procedure is updated in response to continuous improvement to reflect 105 ILCS 5/14C-10. A subhead entitled Transitional Bilingual Education (TBE) Programs Parent Advisory Committee has been added. Other continuous improvement changes are also made.	<input type="checkbox"/>
2:200-AP, Types of School Board Meetings	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
2:220-E4, Open Meeting Minutes	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:220-E7, Access to Closed Meeting Minutes and Verbatim Recordings	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:240, Board Policy Development	The policy and footnotes are updated with an optional subhead entitled Words Importing Gender . These updates are in response to subscriber feedback and evolving diversity, equity, and inclusion work at the IASB.	<input type="checkbox"/>
2:240-E1, PRESS Issue Updates	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:240-E2, Developing Local Policy	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records	The exhibit is updated in response to: <ol style="list-style-type: none"> 1. 40 ILCS 5/7-135.5, added by P.A. 101-504, requiring districts to post on their websites a link to information on the Ill. Municipal Retirement Fund website about participating employers; 2. 23 Ill.Admin.Code §255.200, requiring districts that allow for registered apprenticeship programs to post certain information on their websites; and 3. Continuous improvement updates. 	<input type="checkbox"/>
2:250-E3, Recurrent Request or Notification	The exhibit is unchanged.	<input type="checkbox"/>
3:30, Chain of Command	The policy is unchanged. Footnote 1 is added in response to a five-year review.	<input type="checkbox"/>
3:30-E, Organizational Chart for Administration	The exhibit is unchanged.	<input type="checkbox"/>
3:70-AP, Succession Plan	The procedure is unchanged.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

4:15-E1, Letter to Employees Regarding Protecting the Privacy of Social Security Numbers	The exhibit is unchanged.	<input type="checkbox"/>
4:15-E2, Statement of Purpose for Collecting Social Security Numbers	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:15-E3, Statement for Employee Manual or District Website Describing the District's Purpose for Collecting Social Security Numbers	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:40-AP, Preparing and Updating Disclosures	The exhibit is updated in response to continuous improvement updates provided by the law firm of Chapman and Cutler LLP.	<input type="checkbox"/>
4:60-AP3, Criminal History Records Check of Contractor Employees	The procedure and footnotes are updated. A new footnote is added in response to 775 ILCS 5/2-103.1, added by P.A. 101-656, prohibiting an employer from disqualifying or taking other adverse action against applicants/employees based on conviction records unless certain conditions and notification requirements are met.	<input type="checkbox"/>
4:140-AP, Fines, Fees, and Charges - Waiver of Student Fees	The procedure and its footnotes are updated in response to a five-year review.	<input type="checkbox"/>
4:140-E1, Application for Fee Waiver	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:140-E2, Response to Application for Fee Waiver, Appeal, and Response to Appeal	The exhibit is unchanged.	<input type="checkbox"/>
4:140-E3, Resolution to Increase Driver Education Fees	The exhibit is unchanged.	<input type="checkbox"/>
4:170-AP5, Unsafe School Choice Option	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:10, Equal Employment Opportunity and Minority Recruitment	The policy, Legal References, and footnotes are updated for the same reason stated above in 4:60-AP3, <i>Criminal History Records Check of Contractor Employees</i> . Continuous improvement updates are also made to the Legal References and footnotes.	<input type="checkbox"/>
5:30, Hiring Process and Criteria	The policy is unchanged. The footnotes are updated for the same reason stated above in 4:60-AP3, <i>Criminal History Records Check of Contractor Employees</i> , and for continuous improvement. The Cross References are updated to incorporate a style change.	<input type="checkbox"/>
5:30-AP2, Investigations	The procedure is updated for the same reason stated above in 4:60-AP3, <i>Criminal History Records Check of Contractor Employees</i> . Continuous improvement updates are also made.	<input type="checkbox"/>
5:30-AP2, E1, Notice of Preliminary Hiring Decision Based on Conviction Record	NEW. The exhibit is created to assist districts with implementation of 775 ILCS 5/2-103.1, added by P.A. 101-656, requiring employers to provide an applicant with a preliminary written notice before disqualifying the applicant based on a conviction record.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:30-AP2, E2, Notice of Final Hiring Decision Based on Conviction Record	NEW. The exhibit is created to assist districts with implementation of 775 ILCS 5/2-103.1, added by P.A. 101-656, requiring employers to provide an applicant with a final written notice before disqualifying the applicant based on a conviction record.	<input type="checkbox"/>
5:40-AP, Communicable and Chronic Infectious Disease	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:125-E, Employee Receipt of Board Policy on Personal Technology and Social Media	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:170-AP1, Copyright Compliance	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:170-AP2, Seeking Permission to Copy or Use Copyrighted Works	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:170-AP3, Instructional Materials and Computer Programs Developed Within the Scope of Employment	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
5:170-E1, Request to Reprint or Adapt Material	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:190-E1, Notice to Parents of Their Right to Request Their Child's Classroom Teachers' Qualifications	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:190-E2, Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks By a Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:190-E3, Letter to Teacher Who Does Not meet Applicable State Certification/Licensure Requirements for the Grade Level and Subject Area of Assignment	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:240-AP, Suspensions	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:100, Using Animals in the Educational Program	The policy is unchanged. The footnotes are updated to delete an administrative procedure reference and in response to a five-year review.	<input type="checkbox"/>
6:100-AP, Dissection of Animals	The procedure is unchanged.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

6:100-E1, Guidelines and Application for Using Animals in School Facilities for Educational Purposes	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:100-E2, Student Permission for Exposure to Animals(s)	RENAMED. The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:120-AP4, Care of Students with Diabetes	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
6:145, Migrant Students	The policy, Legal References, and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:160, English Learners	The policy and footnotes are updated for the same reasons stated above in 2:150-AP, <i>Superintendent Committees</i> , and in response to a five-year review. Text was added to the Parent Involvement subhead restating the law requiring a district to establish a Transitional Bilingual Education Programs Parent Advisory Committee. Footnotes explain 105 ILCS 5/14C-10.	<input type="checkbox"/>
6:170, Title I Programs	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP1, Checklist for Development, Implementation, and Maintenance of Parent and Family Engagement Compacts for Title I Programs	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP1, E1, District-Level Parent and Family Engagement Compact	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP1, E2, School-Level Parent and Family Engagement Compact	The exhibit and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP2, Notice To Parents Required by Elementary and Secondary Education Act, McKinney-Vento Homeless Assistance Act, and Protection of Pupil Rights Laws Act	RENAMED. The exhibit and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:190-AP, Academic Eligibility for Participation in Extracurricular Activities	The procedure is unchanged.	<input type="checkbox"/>
6:235, Access to Electronic Networks	The policy, Legal References, Cross References, Administrative Procedure references, and footnotes are updated in response to the expanded use of educational technologies in schools and for other continuous improvements. The Legal References are also updated in response to 20 U.S.C. §7131 and 115 ILCS 5/14(c-5), added by 101-620. 7:315, <i>Restrictions on Publications; High Schools</i> , and 7:345, <i>Use of Educational Technologies</i> , are added to the Cross References.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

6:235-AP1, Acceptable Use of the District's Electronic Networks	The procedure is updated in response to the expanded use of educational technologies in schools and to a five-year review.	<input type="checkbox"/>
6:235-AP1, E1, Student Authorization for Access to the District's Electronic Networks	This exhibit is updated in response to the expanded use of educational technologies in schools.	<input type="checkbox"/>
6:235-AP1, E2, Staff Authorization for Access to the District's Electronic Networks	This exhibit is updated in response to the expanded use of educational technologies in schools and in response to a five-year review.	<input type="checkbox"/>
6:235-AP2, Web Publishing Guidelines	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
6:235-E3, Online Privacy Statement	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:235-E4, Keeping Yourself and Your Kids Safe On Social Networks	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:250-AP, Securing and Screening Resource Persons and/or School Volunteers; <u>Screening</u>	RENAMED. The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:255, Assemblies and Ceremonies	The Legal References are updated in response to a five-year review. The footnotes are also updated in response to a five-year review.	<input type="checkbox"/>
6:260, Complaints About Curriculum, Instructional Materials, and Programs	The policy, Legal References, Cross References, and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:260-E, Curriculum Objection	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:220, Bus Conduct	The policy is updated in response to a five-year review with a minor style change that does not require board action. The footnotes are also updated in response to a five-year review.	<input type="checkbox"/>
7:230, Misconduct by Students with Disabilities	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
7:240-AP2, E1, Consent to Participate in Extracurricular Drug and Alcohol Testing Program	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:280, Communicable and Chronic Infectious Disease	The Legal References and footnotes are updated in response to a five-year review. A repealed statute was deleted from the Legal References.	<input type="checkbox"/>
7:340-AP1, E3, Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

7:340-AP1, E4, Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:340-AP2, Storage and Destruction of School Student Records	The procedure is updated in response to an expedited correction made to 23 Ill. Admin. Code §375.40, clarifying the method of destruction for school student records, and for continuous improvement.	<input type="checkbox"/>
7:345-AP, E4, Notice of Parent Rights Regarding Student Covered Information	NEW. The exhibit is created in response to 105 ILCS 85/, added by P.A. 101-516, eff. 7-1-21, requiring districts to web post procedures describing parents' rights to access their children's <i>covered information</i> under the Student Online Personal Protection Act.	<input type="checkbox"/>
8:90, Parent Organizations and Booster Clubs	The policy and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
8:95-E2, Verification of School Visitation	The exhibit is unchanged.	<input type="checkbox"/>

PRESS Issue 107 Trivia

208 PRM pages • 251 footnotes • 53,305 words • 85 PRM materials

School District Organization

District Organization, Operations, and Cooperative Agreements

The District is organized and operates as follows: ¹

[INSERT DISTRICT'S ORGANIZATION and OPERATIONS]

The District enters into and participates in joint programs and intergovernmental agreements with units of local government and other school districts in order to jointly provide services and activities in a manner that will increase flexibility, scope of service opportunities, cost reductions, and/or otherwise benefit the District and the community.² The Superintendent shall manage these activities to the extent the program or agreement requires the District's participation, and shall provide periodic implementation or operational data and/or reports to the School Board concerning these programs and agreements. The District participates in the following joint programs and intergovernmental agreements:³

[INSERT APPLICABLE JOINT PROGRAMS]

LEGAL REF.: Ill. Constitution, Art. VII, Sec. 10.
5 ILCS 220/~~4-et seq.~~ Intergovernmental Cooperation Act~~-et seq.~~

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy's content. Whatever school system is established by the State legislature must be free and open to all, without discrimination. Lewis E. v. Spagnolo, 287 Ill.App.3d 822 (3rd. Dist. 1997). Boards may use the following sentence as the first sentence, customizing it as appropriate: "The District is organized and operates as a Unit District serving the educational needs of children in grades Pre-K through 12 and others as required by the School Code."

² Ill. Constitution, Art. VII, Sec. 10; 5 ILCS 220/~~4-et seq.~~ A number of provisions in the School Code which provide authority for boards to jointly provide programs with other school districts or colleges that meet specified criteria, including: (1) 105 ILCS 5/10-22.20a (vocational and career education); (2) 5/10-22.e (science and math partnership school); (3) 5/10-22.31 (special education), (4) 5/10-22.31a (joint educational programs); (5) 5/10-22.31b (joint building program); (6) 5/10-20.42 (wind and solar farms).

³ In some districts, the joint educational programs and intergovernmental agreements in which they participate change frequently; boards in those districts should omit this sentence and should not list the joint educational programs and intergovernmental agreements. While this list may be limited to only educational programs, some boards may choose to also list insurance co-ops or other similar joint agreements.

School District Organization

District Organization, Operations, and Cooperative Agreements

The District is organized and operates as Huntley Community School District 158 serving the needs of children in grades kindergarten to 12 and others as required by The School Code.

The District participates in joint programs as approved by the Board of Education.

The District shall develop and maintain an organizational chart, which shall be updated annually prior to the beginning of school each year.

ADOPTED: May 17, 2001

REVISED: September 17, 2015

CURRENT

School Board

School District Governance ¹

The District is governed by a School Board consisting of seven members.² The Board’s powers and duties include the authority to adopt, enforce, and monitor all policies for the management and governance of the District’s schools.³

Official action by the Board may only occur at a duly called and legally conducted meeting. Except as otherwise provided by the Open Meetings Act, at which a quorum is must be physically present at the meeting. ⁴

As stated in the Board member oath of office prescribed by the School Code, a Board member has no legal authority as an individual.⁵

LEGAL REF.: 5 ILCS 120/~~4.02~~, [Open Meetings Act](#).
105 ILCS 5/10-1, 5/10-10, 5/10-12, 5/10-16.5, 5/10-16.7, and 5/10-20.5.

CROSS REF.: 1:10 (School District Legal Status), 2:20 (Powers and Duties of the School Board; Indemnification), 2:80 (Board Member Oath and Conduct), 2:120 (Board Member Development), 2:200 (Types of School Board Meetings), 2:220 (School Board Meeting Procedure)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy’s content. IASB sample policies are aligned with the IASB *Foundational Principles of Effective Governance*, www.iasb.com/principles_popup.cfm.

Sample policy 2:120, *Board Member Development*, contains the board member training requirements.

² School districts having a population between 1,000 and 500,000 inhabitants are governed by a seven-member board of education. ~~(105 ILCS 5/10-10)~~. School districts having a population of less than 1,000 are governed by a three-member board of school directors, unless it is governed by a special act, or is a consolidated district, or a district in which the membership was increased by the passage of a proposition. ~~(105 ILCS 5/10-1)~~.

³ 105 ILCS 5/10-16.7 and 5/10-20.

⁴ 5 ILCS 120/2.01 [and 120/7\(e\)\(1\)-\(10\), amended by P.A. 101-640](#); see also 105 ILCS 5/10-12.

The Open Meetings Act [\(OMA\)](#) defines *meeting* as “any gathering, whether in person or by video or audio conference, telephone call, electronic means (such as, without limitation, electronic mail, electronic chat, and instant messaging), or other means of contemporaneous interactive communication, of a majority of a quorum of the members of a public body held for the purpose of discussing public business.” ~~(5 ILCS 120/1.02)~~. A quorum must be physically present for all meetings, except under limited circumstances during a public health emergency. ~~(5 ILCS 120/2.01 and 120/7(e))~~. During the COVID-19 pandemic, the Open Meetings Act was amended to give public bodies the flexibility to meet without the presence of a physical quorum during a disaster declaration related to a public health emergency. See f/n 32 of policy 2:220, School Board Meeting Procedure, and its subhead No Physical Presence of Quorum and Participation by Audio or Video; Disaster Declaration.

⁵ The oath is found in 105 ILCS 5/10-16.5. Specific board officers may have individual authority; for example, the president may call a special meeting. ~~(105 ILCS 5/10-16)~~.

Board of Education

School District Governance

The District is governed by a Board of Education consisting of seven members. The Board’s powers and duties include the authority to adopt, enforce and monitor all policies for the management and governance of the District’s schools.

Official action by the Board of Education may only occur at a duly called and legally conducted meeting at which a quorum is physically present.

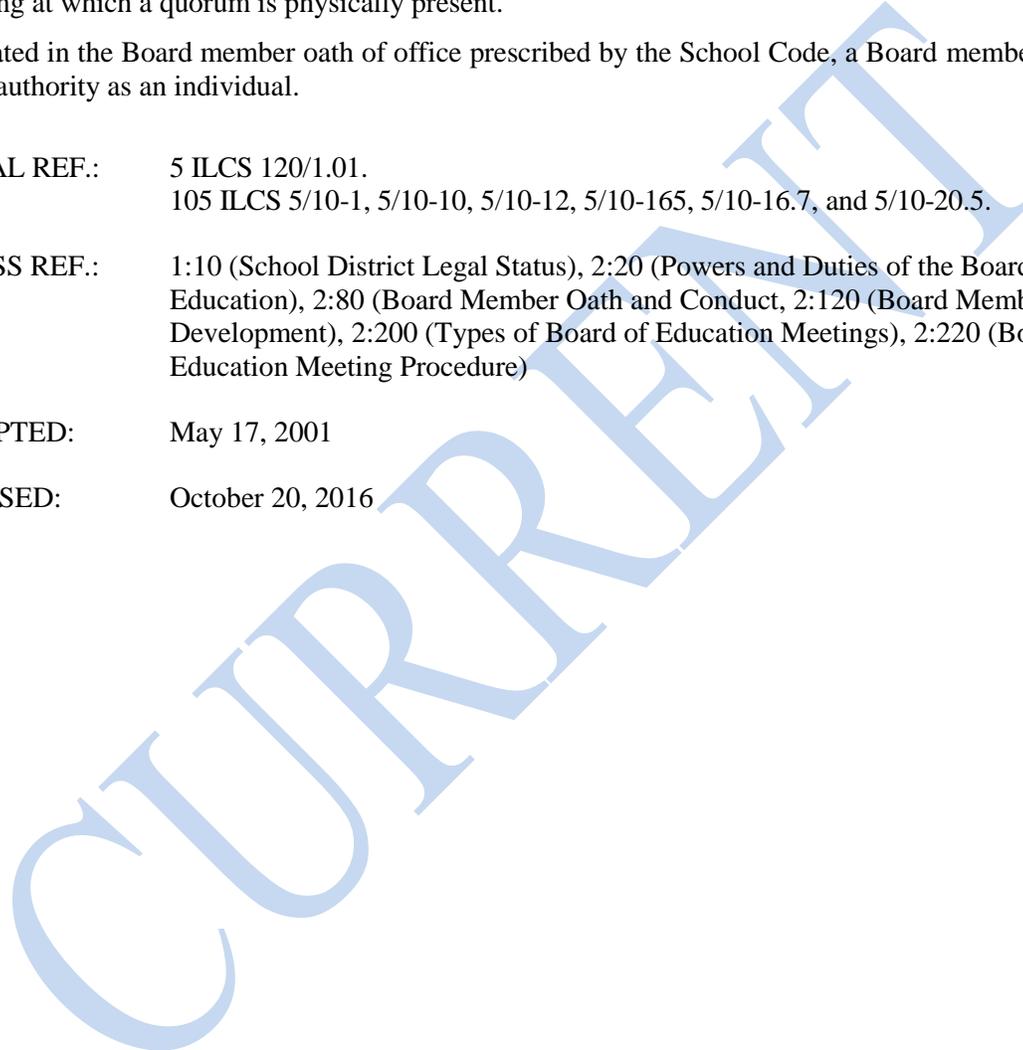
As stated in the Board member oath of office prescribed by the School Code, a Board member has no legal authority as an individual.

LEGAL REF.: 5 ILCS 120/1.01.
105 ILCS 5/10-1, 5/10-10, 5/10-12, 5/10-165, 5/10-16.7, and 5/10-20.5.

CROSS REF.: 1:10 (School District Legal Status), 2:20 (Powers and Duties of the Board of Education), 2:80 (Board Member Oath and Conduct, 2:120 (Board Member Development), 2:200 (Types of Board of Education Meetings), 2:220 (Board of Education Meeting Procedure)

ADOPTED: May 17, 2001

REVISED: October 20, 2016



School Board

School District Elections ¹

School District elections are non-partisan, governed by the general election laws of the State, and include the election of School Board members, various public policy propositions, and advisory questions.² Board members are elected at the consolidated election held on the first Tuesday in April in odd-numbered years.³ If, however, that date conflicts with the celebration of Passover, the consolidated election is postponed to the first Tuesday following the last day of Passover.⁴ The canvass of votes is conducted by the election authority within 21 days after the election.⁵

The Board, by proper resolution, may cause to be placed on the ballot: (a) public policy referendum according to Article 28 of the Election Code, or (b) advisory questions of public policy according to Section 9-1.5 of the School Code.⁶

The Board Secretary serves as the local election official. He or she receives petitions for the submission of a public question to referenda and forwards them to the proper election officer and otherwise provides information to the community concerning District elections.⁷

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy's content. Consult the board attorney early concerning any election question.

² 105 ILCS 5/9-10 provides that nominating petitions are filed with the county clerk or the county board of election commissioners if one was created pursuant to 10 ILCS 5/6A-1. Objections to nominating petitions or to a petition for a public question are submitted to the county officers electoral board. ~~(10 ILCS 5/10-8 and 10-9).~~ The Election Code also addresses reportable campaign contributions (10 ILCS ~~5/9-4-8~~); simultaneous filing of nominating petitions (10 ILCS 5/10-6.2); withdrawal from nomination (10 ILCS 5/10-7); Electoral Board duties (10 ILCS 5/10-10); and advertising in proximity of a polling place (10 ILCS 5/19A-70). See also 10 ILCS 5/1-3, ~~amended by P.A. 99-522, eff. 1-1-17~~, (definitions), 5/2A (time of holding elections), and 5/28 (submitting public questions). The school board secretary or clerk has no statutory duties regarding the election of members to the school board. He or she is well-advised to refer all questions to the county clerk or the county board of election commissioners, whichever is applicable.

³ 10 ILCS 5/2A-1.1.

⁴ 10 ILCS 5/2A-1.1a.

⁵ The appropriate *election authority* (county clerk or election commission) canvasses the vote for school district elections. ~~(10 ILCS 5/1-8).~~ The election authority must canvass the vote within 21 days after the election. ~~(10 ILCS 5/22-17 and 5/22-18).~~ Within 28 days after the consolidated election, boards must hold an organizational meeting to elect officers and fix a time and place for regular meetings. ~~(105 ILCS 5/10-16).~~ See policy 2:210, *Organizational School Board Meeting*.

⁶ This policy addresses two types of public questions: (1) binding referendum governed by 10 ILCS 5/28, and (2) advisory questions of public policy governed by 105 ILCS 5/9-1.5. An advisory question must be authorized by majority vote of the board. A third type of public question – a voter-initiated petition – is not covered in the policy; the board does not have any duties regarding this type of petition. A voter-initiated petition must be filed with the school board secretary who, if the timelines are met, must certify the question to be placed on the ballot to the county clerk. ~~(10 ILCS 5/10-15, 5/28-2, and 5/28-5).~~

⁷ 10 ILCS 5/28-6 provides that any petition for the submission of a public question to referendum must be filed with the *local election official*. The board secretary or clerk is the *local election official*. ~~(105 ILCS 5/9-2 and 10 ILCS 5/1-3).~~ See f/n 2 as many of the duties of the *local election official* were reassigned after the 2014 changes to the law. The board may delete the following PR function: “~~and otherwise provides information to the community concerning District elections.~~”

LEGAL REF.: 10 ILCS 5/1-3, 5/2A, [5/9](#), 5/10-9, 5/22-17, 5/22-18, and 5/28.
105 ILCS 5/9 ~~and 5/9-1.5~~.

CROSS REF.: 2:40 (Board Member Qualifications), 2:50 (Board Member Term of Office),
2:210 (Organizational School Board Meeting)

DRAFT

Board of Education

School District Elections

School District elections are non-partisan, governed by the general election laws of the State and include the election of Board of Education members, various public policy propositions, and advisory questions. Board of members are elected at the consolidated election held on the first Tuesday in April in odd-numbered years. If, however, that date conflicts with the celebration of Passover, the consolidated election is postponed to the first Tuesday following the last day of Passover. The canvass of votes is conducted by the election authority within 21 days after the election.

The Board, by proper resolution, may cause to be placed on the ballot: (a) public policy referendum according to Article 28 of the Election Code, or (b) advisory questions of public policy according to Section 9-1.5 of the School Code.

The Board Secretary serves as the local election official, assisted by designated representatives appointed by the Board. He or she receives petitions for the submission of a public question to referenda and forwards them to the proper election officer and otherwise provides information to the community concerning District elections.

LEGAL REF.: 10 ILCS 5/1-3, 5/2A, 5/10-9, 5/22-17, 5/22-18 and 5/28.
105 ILCS 5/9 and 5/9-1.5.

CROSS REF.: 2:40 (Board Member Qualifications); 2:50 (Board Member Term of Office);
2:210 (Organizational Board of Education Meeting)

ADOPTED: May 17, 2001

REVISED: December 15, 2016

School Board

Board-Superintendent Relationship ¹

The School Board directs, through policy, the Superintendent in his or her charge of the administration of the District by delegating its authority to operate the District and provide leadership to staff. The ~~School~~ Board employs and evaluates the Superintendent and holds him or her responsible for the operation of the District in accordance with Board policies and State and federal law. ²

The Board-Superintendent relationship is based on mutual respect for their complementary roles. The relationship requires clear communication of expectations regarding the duties and responsibilities of both the Board and Superintendent.

The Board considers the recommendations of the Superintendent as the District’s Chief Executive Officer. The Board adopts policies necessary to provide general direction for the District and to encourage achievement of District goals. The Superintendent develops plans, programs, and procedures needed to implement the policies and directs the District’s operations.

LEGAL REF.: 105 ILCS 5/10-16.7 and 5/10-21.4.

CROSS REF.: 3:40 (Superintendent)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy’s content. 105 ILCS 5/10-16.7 requires the board to make all employment decisions pertaining to the superintendent as well as “to direct, through policy, the superintendent in his or her charge of the administration of the school district, including without limitation considering the recommendations of the superintendent concerning the budget, building plans, the locations of sites, the selection, retention, and dismissal of employees, and the selection of textbooks, instructional material, and courses of study.” It also requires the “board [to] evaluate the superintendent in his or her administration of board policies and his or her stewardship of the assets of the district.”

Open and honest communication between the board and superintendent about expectations is crucial.~~The relationship between a board and superintendent can be improved through open and honest communication about expectations.~~ The superintendent and board should periodically discuss, for example, the amount, type, and timing of information each expects to give and receive. Discussing each party’s role and using a formal, written superintendent evaluation process will further clarify role expectations.

² Boards may want to incorporate additional governance concepts into the first sentence, e.g., by holding the superintendent responsible for progress toward district ends. See IASB’s *Foundational Principles of Effective Governance*, www.iasb.com/principles_popup.cfm. The IASB guide titled *The Superintendent Evaluation Process* contains information on strengthening the board-superintendent relationship. It is available at: www.iasb.com/training/superintendent-evaluation-process.pdf.

Board of Education

Board-Superintendent Relationship

The Board employs and evaluates the Superintendent and holds him or her responsible for the operation of the District in accordance with Board policies and State and federal law.

The Board-Superintendent relationship is based on mutual respect for their complementary roles. The relationship requires clear communication of expectations regarding the duties and responsibilities of both the Board and Superintendent.

The Board considers the recommendations of the Superintendent as the District's Chief Executive Officer. The Board adopts policies necessary to provide general direction for the District and to encourage achievement of District goals. The Superintendent develops plans, programs, and procedures needed to implement the policies and directs the District's operations.

Board members shall promptly report to the Superintendent material suggestions, criticisms, or complaints regarding the School District.

LEGAL REF.: 105 ILCS 5/10-16.7 and 5/10-21.4.

CROSS REF.: 3:40 (Superintendent)

ADOPTED: May 17, 2001

REVISED: February 21, 2008

School Board

Board Policy Development ¹

The School Board governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends. ²

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to the Board President or the Superintendent.

A Board Policy Committee will consider all policy suggestions and provide information and recommendations to the Board. ³

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions will not be adopted at the Board meeting at which they are first introduced, except when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant.⁴ Further Board consideration may will be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law requires this subject matter be covered by policy. See 105 ILCS 5/10-20.5 and 5/10-16.7.

105 ILCS 5/10-16.7 requires the board to make all employment decisions pertaining to the superintendent as well as “to direct, through policy, the superintendent in his or her charge of the administration of the school district, including, without limitation, considering the recommendations of the superintendent concerning the budget, building plans, the locations of sites, the selection, retention, and dismissal of employees, and the selection of textbooks, instructional material, and courses of study.” Rather than being a laundry list of mandated written board policies, this list provides items on which boards must make decisions after considering the superintendent’s recommendations. The statute also requires the “board [to] evaluate the superintendent in his or her administration of board policies and his or her stewardship of the assets of the district.” Boards have broad incidental powers to adopt all necessary policies. Thomas v. Board of Education of Community Unit School District 1, 117 Ill.App.3d 374 (5th Dist. 1983).

² See the IASB’s *Foundational Principles of Effective Governance*, available on line at: www.iasb.com/pdf/found_prin.pdf.

³ Optional. See policy 2:150, *Committees*.

⁴ State law does not require a first reading before a board adopts a policy. The use of a consent agenda allows a board to vote on a matter without discussion. Policies or policy revisions may be appropriate for a consent agenda when providing for legal compliance; correcting substantive grammar, spelling, or punctuation; or clarifying pre-existing policy language. A board member may make a motion to remove any item from the consent agenda to the regular agenda for discussion. See policy 2:220, *School Board Meeting Procedure*.

The Board policies are available for public inspection in the District's main office during regular office hours.⁵ Copy requests should be made pursuant to Board policy 2:250, *Access to District Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required. The Board may use an annual policy review and monitoring calendar.⁶

Words Importing Gender ⁷

Throughout this policy manual, words importing the masculine and/or feminine gender include all gender neutral/inclusive pronouns.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent.⁸ If reasonable minds differ, the Board will review the applicable policy and consider the need for further clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.: 105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District Public Records), 3:40 (Superintendent)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁵ This sentence must be customized to include where and how policies are available, such as, through School Board Policies Online or the district's website.

⁶ Optional.

⁷ Optional. Consult the board attorney to determine whether inclusion of a subhead related to gender neutral/inclusive pronouns is appropriate for the district. This subhead's text mirrors language from the Ill. Statute on Statutes importing words applying the masculine gender to include the female gender. See 5 ILCS 70/1.04.

For students, State law prohibits gender-based discrimination, including transgender and gender non-conforming students. 775 ILCS 5/5-101(A)(11); 775 ILCS 5/1-103(O-1); and 23 Ill.Admin.Code §1.240. Title IX of the Education Amendments of 1972 (20 U.S.C. §1681) also prohibits exclusion and discrimination on the basis of sex. 20 U.S.C. §1681(a). See also policy 7:10, *Equal Educational Opportunities*.

For employees, the Equal Employment Opportunities Act (a/k/a Title VII of the Civil Rights Act of 1964) prohibits discrimination because of an individual's sex, which includes sexual orientation and/or transgender status. See 42 U.S.C. §2000e et seq., amended by The Lilly Ledbetter Fair Pay Act of 2009, Pub.L. 111-2; *Bostock v. Clayton County*, 140 S.Ct. 1731 (2020); and *Hively v. Ivy Tech*, 853 F.3d 339 (7th Cir. 2017). See also policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

⁸ The board delegates authority to the superintendent through written board policy. The board will not substitute its judgment for that of the superintendent when the superintendent acts reasonably based upon his or her policy interpretation. See the IASB's *Foundational Principles of Effective Governance*, available online at: www.iasb.com/pdf/found_prin.pdf.

Board of Education

Board Policy Development

The Board governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends.

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to any Board member or the Superintendent.

A Board Policy Committee will consider all policy suggestions, and provide information and recommendations to the Board.

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions should not be adopted at the Board meeting at which they are first introduced, except when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further Board consideration may be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The Board policies are available for public inspection in the District's main office during regular office hours. Copy requests should be made pursuant to Board policy 2:250, *Access to District's Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent. If reasonable minds differ, the Board will review the applicable policy and consider the need for further clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate legal action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.: 105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 2:250 (Access to District Public Records), 3:40 (Superintendent)

ADOPTED: May 17, 2001

REVISED: August 15, 2019

CURRENT

General Personnel

Equal Employment Opportunity and Minority Recruitment 1

The School District shall provide equal employment opportunities² to all persons regardless of their race; color; creed; religion;³ national origin; sex;⁴ sexual orientation;⁵ age;⁶ ancestry; marital status;⁷

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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. ~~Beginning 7-1-20,~~ 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 ~~sample~~-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.

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 use of lawful

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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.

⁴ Discrimination on the basis of sex under the EEOA includes discrimination on the basis of sexual orientation or transgender status. *Bostock v. Clayton County*, 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 [sample 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 [U.S. Equal Employment Opportunity Commission \(EEOC\)](#) 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 \[www2.illinois.gov/dhr/Pages/Conviction Record Protection Frequently Asked Questions.aspx\]\(http://www2.illinois.gov/dhr/Pages/Conviction Record Protection Frequently Asked Questions.aspx\) and —the EEOC's guidance, *Consideration of Arrest and Conviction Records in Employment Decisions*, at \[www.eeoc.gov/laws/guidance/arrest_conviction.cfm\]\(http://www.eeoc.gov/laws/guidance/arrest_conviction.cfm\)](#).

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.*

products while not at work;¹² being a victim of domestic violence, sexual violence, or gender violence;¹³ genetic information;¹⁴ physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation;¹⁵ pregnancy, childbirth, or related medical conditions;¹⁶ credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position;¹⁷ [conviction record, unless authorized by](#)

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¹² 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.

¹³ 820 ILCS 180/30, amended by P.A. 101-221, 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. 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.

¹⁴ 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 [sample-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. [In 2011, the EEOC published an informative guidance letter, ADA & GINA: Incentives for Workplace Wellness Program at: www.eeoc.gov/eeoc/foia/letters/2011/ada-gina-incentives.html. But 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, the Americans with Disabilities Act, and other State laws governing time off for sickness and workers' compensation.](#)

¹⁵ 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.).

¹⁶ 775 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 ([7-14-146-25-15](#)) is available at: [www.eeoc.gov/laws/guidance/pregnancy_qa.cfm](#).

¹⁷ 820 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.

[law](#);¹⁸ or other legally protected categories.^{19 20 21 22} 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/.²³

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

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¹⁸ [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.

¹⁹ Insert the following optional sentence (775 ILCS 5/1-103(Aa) 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.

²⁰ 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*.

²¹ 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.

²² 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*.

²³ 410 ILCS 130/40, amended by P.A. 101-363, ~~scheduled to be repealed on 7-1-20~~; 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 ~~sample~~ policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, at f/n 9 for further discussion.

reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.²⁴

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.²⁵

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.²⁶

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

²⁴ 775 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 the Freedom of Information Act~~ (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).

²⁵ 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.

²⁶ 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 [sample](#) 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.

Nondiscrimination Coordinator: 27

Name

Address

Email

Telephone

Complaint Managers:

_____ Name	_____ Name
_____ Address	_____ Address
_____ Email	_____ Email
_____ 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. 28

Minority Recruitment 29

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,

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27 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.

28 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.

29 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.

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, 5/2-102, 103, 103.1, and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/5, Religious Freedom Restoration Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/, Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace 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

Equal Employment Opportunity and Minority Recruitment

The School District shall provide equal employment opportunities to all persons regardless of their race; color; religion; creed; national origin; sex; sexual orientation; age; ancestry; marital status; arrest record; military status; order of protection status; unfavorable military discharge; citizenship status provided the individual is authorized to work in the United States; use of lawful products while not at work; being a victim of domestic violence, sexual violence, or gender violence; genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupations requirement of a particular position; or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/.

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

Administrative Implementation

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

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

Nondiscrimination Coordinator/Title IX Coordinator:

Dr. Adam Zehr,
Assistant Superintendent Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6150
azehr@district158.org

Complaint Managers:

Ms. Jessica Lombard,
Associate Superintendent
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6142
jlombard@district158.org

Mr. Mark Altmayer,
Chief Financial Officer
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6111
maltmayer@district158.org

Dr. Erika Schlichter,
Assistant Superintendent Learning & Innovation
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6139
eschlichter@district158.org

Dr. Rocio Del Castillo,
Assistant Superintendent Special Services
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6158
rdelcastillo@district158.org

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

Minority Recruitment

The District will 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, 5/20.7a, 5/21.1, 5/22.4, 5/22-19, 5/23.5, 5/24-4, 5/24-4.1,
and 5/24-7.
410 ILCS 130/40, Compassionate Use of Medical Cannabis Pilot Program Act.
410 ILCS 513/25, Genetic Information Privacy Act.
740 ILCS 174/, Ill. Whistleblower Act.
775 ILCS 5/1-103, 5/2-102, 103, and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/5, Religious Freedom Restoration Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/, Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace 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)

ADOPTED: May 17, 2001

REVISED: October 22, 2020

CURRENT

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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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, 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. See administrative procedure 5:30-AP2, *Investigations*, and its footnotes for more detail regarding the IHRA notice requirements. **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. 101-531, 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 and 101-643, 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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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. 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.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law.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 purposes of clarifying the information, the Ill. Dept. of State Police and/or Statewide Sex Offender Database.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.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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, and 101-643. See administrative procedure 5:30-AP2, *Investigations*, for the process 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, and 101-643, 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. 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.

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-80¹⁴ 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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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.*

4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment. ²⁰
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*.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

²⁰ *Id.*

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.

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.

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*.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

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 or by order of a local public health official. The Ill. Dept. of Public Health 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 ADA. 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 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 ADA.

See ~~the~~ f/n 24³ for a discussion of examinations by spiritual leaders/practitioners.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/21B-10, 5/21B-80, 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 (~~Educational Support Personnel—Duties and Qualifications~~)

General Personnel

Hiring Process and Criteria

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

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

Job Descriptions

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

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

Investigations

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

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

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

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

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.

2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination 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. The Board will pay the expenses of any such examination.

Drug Testing

The District is a drug-free workplace as provided in policy 5:50, *Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition*. Upon receipt of a contingent offer of employment, applicants must complete pre-employment drug testing which shows no positive result of cannabis, illegal drugs, or alcohol. Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for illegal drugs or alcohol will be ineligible for employment and will have their contingent offer of employment revoked.

Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for cannabis may be ineligible for employment and are subject to having their contingent offer of employment revoked. Applicants who test positive for cannabis will be afforded a reasonable opportunity to explain a positive result for cannabis. The District has sole discretion in determining whether to revoke the contingent offer of employment.

No applicant will be tested under this policy without his or her consent. However, the failure or refusal of any applicant for employment to consent to such testing will be treated as a failure to complete the application process, precluding any consideration of the applicant for employment.

Cannabis means marijuana, hashish, and other substances that are identified as including any parts of the plant *Cannabis sativa* and including derivatives or subspecies, such as indica, of all strains of cannabis, whether growing or not; the seeds thereof, the resin extracted from any part of the plant; and any compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including tetrahydrocannabinol (THC) and all other naturally produced cannabinol derivatives, whether produced directly or indirectly by extraction; however, “cannabis” does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted from it), fiber, oil or cake, or the sterilized seed of the plant that is incapable of germination.

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.: 105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9 5/21B-10, 5/21B-80, 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.
 410 ILCS 705/10-50, Cannabis Regulation and Tax Act.
 820 ILCS 112/10(b-5), Equal Pay 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), 5:50 (Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Substitute Teachers), 5:280 (Educational Support Personnel – Duties and Qualifications)

ADOPTED: May 17, 2001

REVISED: March 19, 2020

Instruction

Using Animals in the Educational Program ¹

Animals may be brought into school facilities for educational purposes according to procedures developed by the Superintendent assuring: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.²

Animal Experiments

Experiments on living animals are prohibited; however, behavior studies that do not impair an animal's health or safety are permissible.³

Animal Dissection

The dissection of dead animals or parts of dead animals shall be allowed in the classroom only when the dissection exercise contributes to or is a part of an illustration of pertinent study materials. All dissection of animals shall be confined to the classroom and must comply with the School Code.

Students who object to performing, participating in, or observing the dissection of animals are excused from classroom attendance without penalty during times when such activities are taking place.⁴ No student will be penalized or disciplined for refusing to perform, participate in, or observe a dissection. The Superintendent or designee shall inform students of: (1) their right to refrain from performing, participating in, or observing dissection, and (2) which courses contain a dissection unit and which of those courses offers an alternative project.⁵

LEGAL REF.: 105 ILCS 5/2-3.122, 5/27-14, and 112/.

CROSS REF.: 6:40 (Curriculum Development)

ADMIN. PROC.: ~~6:120-AP3 (Service Animal Access Requests), 6:120-AP3, E1 (Request for a Service Animal to Accompany a Student in School Facilities)~~

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content.

² This paragraph is optional and is not controlled by State or federal statute or rule.

³ This sentence's first clause is required by 105 ILCS 5/27-14; the clause after the semi-colon is a reasonable interpretation that will allow the use of mouse-mazes.

⁴ ~~105 ILCS 112/25~~ 105 ILCS 112/25 State law prohibits schools from penalizing a student who refuses to perform, participate in, or observe dissection. ~~(105 ILCS 112/25).~~

⁵ ISBE's guidelines for helping schools give notice to students, parents, teachers, and administrators are available under the RESOURCES heading at: www.isbe.net/Pages/Science-Mandates.aspx ~~www.isbe.net/ils/science/mandates.htm~~. State law does not require that objecting students receive an alternative project. Instead, it says that the student may be given an alternative project that provides the student, through means other than dissection, with knowledge similar to that expected to be gained during the dissection project.

Instruction

Using Animals in the Educational Program

Animals may be brought into school facilities for educational purposes according to procedures developed by the Superintendent assuring: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Animal Experiments

Experiments on living animals are prohibited; however, behavior studies that do not impair an animal's health or safety of an animal are permissible.

Animal Dissection

The dissection of dead animals or parts of dead animals shall be allowed in the classroom only when the dissection exercise contributes to or is a part of an illustration of pertinent study materials. All dissection of animals shall be confined to the classroom and must comply with the School Code.

Students who object to performing, participating in, or observing the dissections of animals are excused from classroom attendance without penalty during times when such activities are taking place. No student will be penalized or disciplined for refusing to perform, participate in, or observe a dissection. The Superintendent or designee shall inform students of (1) their right to refrain from performing, participating in, or observing dissection, and (2) which courses contain a dissection unit and which of those courses offers an alternative project.

LEGAL REF.: 105 ILCS 5/2-3.122, 5/27-14, and 112/

CROSS REF.: 6:40 (Curriculum Development)

ADMIN. PROC.: 6:120-AP3 (Service Animal Access Requests), 6:120-AP3, E1 (Request for a Service Animal to Accompany a Student in School Facilities)

ADOPTED: May 17, 2001

REVISED: October 20, 2016

Instruction

Migrant Students ¹

The Superintendent will develop and implement a program to address the needs of migrant children in the District in accordance with federal law.

This program will ~~include a means to:~~

1. Identify migrant students and assess their educational and related health and social needs.
2. Provide a full range of services to migrant students through appropriate local, State, and federal educational programs,² including applicable Title I programs, special education, gifted education, vocational education, language programs, counseling programs, and elective classes.
3. Provide migrant children with full and appropriate opportunities to meet the same challenging State academic standards that all children are expected to meet.³
4. Provide, to the extent feasible: ⁴
 - a. Advocacy and outreach programs to migrant children and their families, including helping such children and families gain access to other education, health, nutrition, and social services, and
 - b. Professional development programs, including mentoring, for District staff,
 - c. Family literacy programs,
 - d. The integration of information technology into educational and related programs, and
 - e. Programs to facilitate the transition of secondary school students to postsecondary education or employment. ⁵

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content. The first sentence of this policy allows a school board to consider the goals for its migrant education program and to amend the sample policy accordingly. The Migrant Education Program is a federally funded program authorized under Title I, Part C, of the Elementary and Secondary Education Act (ESEA), 20 U.S.C. §6391 et seq.; 34 C.F.R. §200.81 et seq. ~~Note: Section 6391 of the ESEA was amended by the Every Student Succeeds Act (ESSA), eff. 12-10-15. However applicable regulations at 34 C.F.R. §200.80 have not been updated. Amendments to the regulations are highly likely within the next year.~~

To qualify for the program, a migrant child must: ~~(1) be younger than the age of 22, (2) have not earned a high school diploma or an equivalent degree, (3) have moved on his/her own as a migratory worker or with/to join/to precede a parent, spouse or guardian who is a migratory worker; and (4) have moved within the preceding 36 months due to economic necessity, from one school district to another, and from one residence to another. 20 U.S.C. §6399; see also www.isbe.net/Pages/Migrant-Education-Program.aspx, have moved within the last three years across state or school district lines with a parent or guardian or on his/her own to obtain qualifying temporary or seasonal work in agriculture or fishing.~~ Although most of the requirements are directed to State agencies, local school districts that receive State money for these programs will be held to many of the same requirements by the State. For additional information, see ISBE's collection of material about the Migrant Education Program in Illinois ~~is available~~ at www.isbe.net/Pages/Migrant-Education-Program.aspx.

² 20 U.S.C. §§ 6394(b)(1)(A), 6396(a)(1)(E).

³ 20 U.S.C. §§ 6391(3), 6394(b)(2), 6396(a)(1)(C).

⁴ 20 U.S.C. §6394(c)(7).

5. Provide programs, activities, and procedures for the engagement of parents/guardians and family members of migrant students in an understandable format and language. ⁶

Migrant Education Program for Parent/Guardian and Family Member Engagement

Parents/guardians and family members of migrant students will be involved in and regularly consulted about the development, implementation, operation, and evaluation of the migrant program.

Parents/guardians and family members of migrant students will receive instruction regarding their role in improving the academic achievement of their children.

LEGAL REF.: 20 U.S.C. §6318.
20 U.S.C. §6391 et seq., [Education of Migratory Children](#).
34 C.F.R. §200.810 et seq.

CROSS REF.: 6:170 (Title I Programs)

DRAFT

⁵ [For an elementary school district that wants to delete subsection e, amend 4\(c\)-4\(e\) as follows:](#)
c. [Family literacy programs, and](#)
d. [The integration of information technology into educational and related programs.](#) ~~and~~
e. ~~[Programs to facilitate the transition of secondary school students to postsecondary education or employment.](#)~~
⁶ [20 U.S.C. §6394\(c\)\(3\).](#)

Instruction

Migrant Students

The Superintendent will develop and implement a program to address the needs of migrant children in the District.

This program will include a means to:

1. Identify migrant students and assess their educational and related health and social needs.
2. Provide a full range of services to migrant students through appropriate local, State and federal education programs, including applicable Title I programs, special education, gifted education, vocational education, language programs, counseling programs and elective classes.
3. Provide migrant children with full and appropriate opportunities to meet the same challenging State academic standards that all children are expected to meet.
4. Provide advocacy and outreach programs to migrant children and their families and professional development for District staff.
5. Provide programs, activities, and procedures for the engagement of parents/guardians and family members of migrant students in an understandable format and language.

Migrant Education Program for Parent(s)/Guardian(s) and Family Member Engagement

Parent(s)/guardian(s) and family members of migrant students will be involved in and regularly consulted about the development, implementation, operation, and evaluation of the migrant program.

Parent(s)/guardian(s) and family members of migrant students will receive instruction regarding their role in improving the academic achievement of their children.

LEGAL REF.: 20 U.S.C. §6318.
20 U.S.C. §6391 et seq.
34 C.F.R. §200.80 et seq.

CROSS REF.: 6:170 (Title I Programs)

ADOPTED: November 12, 2002

REVISED: January 19, 2017

Instruction

English Learners ¹

The District offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State academic standards that all children are expected to meet. The Superintendent or designee shall develop and maintain a program for English Learners that will:

1. Assist all English Learners to achieve English proficiency, facilitate effective communication in English, and encourage their full participation in school activities and programs as well as promote participation by the parents/guardians of English Learners. ²
2. Appropriately identify students with limited English language proficiency. ³

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy’s content. The assessment and accountability provisions in the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act, and State law include English Learners. (~~20 U.S.C. §§6312, 6314, 6315, and 6318~~). **Note:** Applicable regulations at 34 C.F.R. Part 200 have not been updated; amendments to the regulations are highly likely within the next year. ~~34 C.F.R. Part 200~~.

ESEA Title III, Part A, also known as the English Language Acquisition, Language Enhancement, and Academic Achievement Act, provides funding to support schools’ efforts to help children who are English learners “achieve at high levels in academic subjects so that all English learners can meet the same challenging State academic standards that all children are expected to meet.” (~~20 U.S.C. §6812(2)~~). Reimbursement for programs is contingent on the submission and approval of a program plan and request for reimbursement in accordance with the requirements in 105 ILCS 5/14C-12 and 23 Ill.Admin.Code Part 228. This policy uses “English Learners” (EL) rather than “English Language Learners (ELL)” or “Limited English Proficient (LEP).” LEP and ELL are no longer terms used generally among educators and researchers in the field of English language acquisition. (~~37 Ill. Reg. 16804~~). [The Ill. State Board of Education \(ISBE\)](#) now uses the term *English learners*, which are synonymous with LEP and ELL. P.A. 99-30 also deleted language from “English language learner.”

For purposes of this policy, *English Learners* is synonymous with the School Code definition, which means: (1) all students in grades Pre-K through 12 who were not born in the United States, whose native tongue is a language other than English, and who are incapable of performing ordinary classwork in English; and (2) all students in grades Pre-K through 12 who were born in the United States of parents possessing no or limited English-speaking ability and who are incapable of performing ordinary classwork in English. (~~105 ILCS 5/14C-2, amended by P.A. 99-30~~). **Note:** The Ill.inois Administrative Code definition of *English Learners* has not been amended since the effective date of P.A. 99-30 and still provides that *English Learners* means any student in preschool, kindergarten or any of grades 1 through 12, whose home language background is a language other than English and whose proficiency in speaking, reading, writing, or understanding English is not yet sufficient to provide the student with: (1) the ability to meet the State’s proficiency level of achievement on State assessments; (2) the ability to successfully achieve in classrooms where the language of instruction is English, or (3) the opportunity to participate fully in the school setting. (~~23 Ill.Admin.Code §228.10~~).

The Office for Civil Rights (OCR) at the U.S. Dept. of Education ([EDOE](#)) and the Civil Rights Division at the U.S. Department of Justice (DOJ) have issued joint guidance to assist school districts and all public schools in meeting their legal obligations to ensure that English Learners can participate meaningfully and equally in educational programs and services. The guidance is available at: www2.ed.gov/about/offices/list/ocr/letters/colleague-el-201501.pdf (copy and paste link into browser if clicking doesn’t work). In support of this guidance, the Office of English Language Acquisition released an *English Learner (EL) Tool Kit* to assist school districts in providing EL students with the support necessary to achieve their full academic potential. The *Tool Kit* is available at: www2.ed.gov/about/offices/list/oela/english-learner-toolkit/index.html.

² This policy’s first sentence and the first numbered paragraph both allow a school board to consider the goals for its English Learners programs; a board should amend the sample policy accordingly.

³ 23 Ill.Admin.Code §228.15. Districts must administer a home language survey to each student entering the district’s schools for the first time within 30 days after the student’s enrollment. The survey’s purpose is to identify students of non-English background. ISBE’s website contains useful information about communicating with parents/guardians of English Learners (www.isbe.net/Pages/Resources-for-Families-of-English-Learners.aspx), including sample Home Language Surveys and program letters in many languages (www.isbe.net/Pages/English-Learners-Forms-and-Notifications.aspx).

3. Comply with State law regarding the Transitional Bilingual Educational Program (TBE) or Transitional Program of Instruction (TPI), whichever is applicable. ⁴
4. Comply with any applicable State and federal requirements for the receipt of grant money for English Learners and programs to serve them. ⁵
5. Determine the appropriate instructional program and environment for English Learners. ⁶
6. Annually assess the English proficiency of English Learners and monitor their progress in order to determine their readiness for a mainstream classroom environment. ⁷
7. Include English Learners, to the extent required by State and federal law, in the District's student assessment program to measure their achievement in reading/language arts and mathematics. ⁸
8. Provide information to the parents/guardians of English Learners about: (a) the reasons for their child's identification, (b) their child's level of English proficiency, (c) the method of instruction to be used, (d) how the program will meet their child's needs, (e) how the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation, (f) specific exit requirements of the program, (g) how the program will meet their child's individualized education program, if applicable, and (h) information on parent/guardian rights. Parents/guardians will be regularly apprised of their child's progress and involvement will be encouraged. ⁹

Parent Involvement ¹⁰

Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children; ~~and~~ (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students; and (3) participate and serve on the District's Transitional Bilingual Education Programs Parent Advisory Committee.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

For purposes of identifying students eligible to receive special education, districts must administer non-discriminatory procedures to English Learners coming from homes in which a language other than English is used (105 ILCS 5/14-8.02).

⁴ 105 ILCS 5/14C-3, ~~amended by P.A. 99-30~~, and 23 Ill.Admin.Code §§228.25 and 228.30.

⁵ 20 U.S.C. §§6312, 6314, 6315, 6318, and 6801 et seq.; 34 C.F.R. Part 200; 105 ILCS 5/14C-1 et seq., ~~amended by P.A. 99-30~~; and 23 Ill.Admin.Code Part 228.

⁶ 23 Ill.Admin.Code §228.25.

⁷ 23 Ill.Admin.Code §228.25(b). Districts must annually assess the English language proficiency of all English learners using the assessment prescribed by the State Superintendent of Education. This assessment is the Assessing Comprehension and Communication in English State to State for English Language Learners (ACCESS for ELLs) test. See www.isbe.net/Pages/EnglishLearnerIdentificationAssessment.aspx.

⁸ 34 C.F.R. Part 200.

⁹ 20 U.S.C. §6312(e)(3)(A) and 23 Ill.Admin.Code §228.40.

¹⁰ 20 U.S.C. §6312(e)(3)(C) and 23 Ill.Admin.Code Part 228. 105 ILCS 5/14C-10 requires school districts to establish parental advisory committees for transitional bilingual education programs. See 2:150-AP, Superintendent Committees.

LEGAL REF.: 20 U.S.C. §§6312, 6314, 6315, and 6318.
20 U.S.C. §6801 et seq.
34 C.F.R. Part 200.
105 ILCS 5/14C-1 et seq.
23 Ill.Admin.Code Part 228.

CROSS REF.: 6:15 (School Accountability), 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program)

DRAFT

Instruction

English Learners

The District offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State academic standards that all children are expected to meet. The Superintendent or designee shall develop and maintain a program for English Learners that will:

1. Assist all English Learners to achieve English proficiency, facilitate effective communication in English, and encourage their full participation in school activities and programs as well as promote participation by the parents/guardians of English Learners.
2. Appropriately identify students with limited English language proficiency.
3. Comply with State law regarding the Transitional Bilingual Educational Program (TBE) or Transitional Program of Instruction (TPI), whichever is applicable.
4. Comply with any applicable State and federal requirements for the receipt of grant money for English Learners and programs to serve them.
5. Determine the appropriate instructional program and environment for English Learners.
6. Annually assess the English proficiency of English Learners and monitor their progress in order to determine their readiness for a mainstream classroom environment.
7. Include English Learners, to the extent required by State and federal law, in the District's student assessment program to measure their achievement in reading/language arts and mathematics.
8. Provide information to the parents/guardians of English Learners about: (a) the reasons for their child's identification, (b) their child's level of English proficiency, (c) the method of instruction to be used, (d) how the program will meet their child's needs, (e) how the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation, (f) specific exit requirements of the program, (g) how the program will meet their child's individual education program, if applicable, and (h) information on parent/guardian rights. Parents/guardians will be regularly appraised of their child's progress, and involvement will be encouraged.

Parent Involvement

Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children, and (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students.

LEGAL REF.: 20 U.S.C. §§6312, 6314, 6315, and 6318.
20 U.S.C. §6801 et seq.
34 C.F.R. Part 200.
105 ILCS 5/14C-1 et seq.
23 Ill. Admin. Code Part 228.

CROSS REF.: 6:15 (School Accountability), 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program)

ADOPTED: May 17, 2001

REVISED: January 19, 2017

Instruction

Access to Electronic Networks ¹

Electronic networks, ~~including the Internet~~, are a part of the District's instructional program and serve to promote educational excellence by facilitating resource sharing, innovation, and communication.²

The term *electronic networks* includes all of the District's technology resources, including, but not limited to:

1. The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-issued Wi-Fi hotspots, and any District servers or other networking infrastructure;
2. Access to the Internet or other online resources via the District's networks or to any District-issued online account from any computer or device, regardless of location;
3. District-owned or District-issued computers, laptops, tablets, phones, or similar devices.

The Superintendent shall develop an implementation plan for this policy and appoint system administrator(s).³

The School District is not responsible for any information that may be lost or damaged, or become unavailable when using the network, or for any information that is retrieved or transmitted via the Internet.⁴ Furthermore, the District will not be responsible for any unauthorized charges or fees resulting from access to the Internet.

Curriculum and Appropriate Online Behavior

The use of the District's electronic networks shall: (1) be consistent with the curriculum adopted by the District as well as the varied instructional needs, learning styles, abilities, and developmental levels of the students, and (2) comply with the selection criteria for instructional materials and library

~~The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.~~

¹ State or federal law requires this subject matter be covered by policy. 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 concerns an area in which the law is unsettled.

A policy on Internet safety is necessary to receive *E-rate* funds under the Elementary and Secondary Education Act, Student Support and Academic Enrichment Grants (20 U.S.C. §7131-) and to qualify for universal service benefits under the Children's Internet Protection Act (*CIPA*) (47 U.S.C. §254(h) and (l)).

~~Generally, federal rules prohibit schools from soliciting or accepting gifts or other things of value exceeding \$20 from Internet service providers that participate or are seeking to participate in the E-rate program. 47 C.F.R. §54.503. However, during the COVID-19 pandemic, the Federal Communications Commission (FCC) temporarily waived its rules prohibiting such gifts to enable service providers to support remote learning efforts without impacting school E-rate funding. See <https://docs.fcc.gov/public/attachments/DA-20-1479A1.pdf>.~~

² This goal is repeated in exhibits 6:235-AP1, E1, *Student Authorization for Access to the District's Electronic Networks*, and 6:235-AP1, E2, *Staff Authorization for Access to the District's Electronic Networks*.

³ Topics for the implementation plan include integration of the Internet in the curriculum, staff training, and safety issues. The implementation plan can also include technical information regarding service providers, establishing Internet accounts, distributing passwords, software filters, menu creation, managing resources and storage capacity, and the number of ~~dial up lines or~~ access points for users to connect to their accounts. Another topic is investigation of inappropriate use.

⁴ No system can guarantee to operate perfectly or to prevent access to inappropriate material; this policy statement attempts to absolve the district of any liability.

resource center materials. As required by federal law and Board policy 6:60, *Curriculum Content*, students will be educated about appropriate online behavior, including but not limited to: (1) interacting with other individuals on social networking websites and in chat rooms, and (2) cyberbullying awareness and response.⁵ Staff members may, consistent with the Superintendent's implementation plan, use the Internet throughout the curriculum.

The District's electronic network is part of the curriculum and is not a public forum for general use. ⁶

Acceptable Use ⁷

All use of the District's electronic networks must be: (1) in support of education and/or research, and be in furtherance of the goals stated herein, or (2) for a legitimate school business purpose. Use is a privilege, not a right.⁸ ~~Students and staff members~~ Users of the District's electronic networks have no expectation of privacy in any material that is stored on, transmitted, or received via the District's electronic networks ~~or District computers~~. General rules for behavior and communications apply when using electronic networks. The District's administrative procedure, *Acceptable Use of the District's Electronic Networks*, contains the appropriate uses, ethics, and protocol.⁹ Electronic

~~The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.~~

⁵ Required by 47 U.S.C. §254(h)(5)(B)(iii) and 47 C.F.R. §54.520(c)(i) only for districts that receive *E-rate* discounts for Internet access or plan to become participants in the *E-rate* discount program. All boards receiving an *E-rate* funding for Internet access ~~must were required to~~ certify that they ~~had have~~ updated their Internet safety policies. See, *FCC Report and Order 11-125* (August 11, 2011). This sentence is optional if the district only receives discounts for telecommunications, such as telephone service, unless the district plans to participate in the *E-rate* discount program.

⁶ School authorities may reasonably regulate student expression in school-sponsored publications for education-related reasons. *Hazelwood Sch. Dist. v. Kuhlmeier*, 484 U.S. 260 (1988). This policy allows such control by clearly stating that school-sponsored network information resources are not a "public forum" open for general student use but are, instead, part of the curriculum.

It is an unfair labor practice (ULP) under the Ill. Educational Labor Relations Act (IELRA) for an employer to discourage employees from becoming or remaining members of a union. 115 ILCS 5/14(a)(10), added by P.A. 101-620. In connection with that potential penalty, the IELRA requires employers to establish email policies in an effort to prohibit the use of its email system by outside sources. 115 ILCS 5/14 (c-5), added by P.A. 101-620. This policy aligns with IELRA requirements by clarifying the District's electronic network is not a public forum for general use by outside parties and by limiting use of the network to the purposes stated under the **Acceptable Use** subhead. However, districts are still prohibited under the First Amendment to the U.S. Constitution from suppressing messages based on viewpoint and may be subject to liability if they affirmatively block individual senders. See *Perry Educ. Ass'n v. Perry Local Educators' Ass'n*, 460 U.S. 37 (1983); *Columbia Univ. v. Trump*, 302 F.Supp.3d 541 (S.D.N.Y. 2018). Consult the board attorney if the board wants to amend this policy to prohibit access by specific parties and/or before taking steps to "block" any specific party from the district's email system based on the content of the party's message.

⁷ This paragraph provides general guidelines for acceptable use regardless of whether Internet use is supervised. In practice, many districts allow for incidental personal use of their networks during duty-free times. The specific rules are provided in exhibits 6:235-AP1, E1, *Student Authorization for Access to the District's Electronic Networks*, and 6:235-AP1, E2, *Staff Authorization for Access to the District's Electronic Networks* (see also f/n 1). This paragraph's application to faculty may have collective bargaining implications.

⁸ The "privilege, not a right" dichotomy is borrowed from cases holding that a student's removal from a team does not require due process because such participation is a privilege rather than a right. The deprivation of a privilege typically does not trigger the Constitution's due process provision. *Clements v. Bd. of Educ. of Decatur Public Sch., Dist. No. 61*, 133 Ill.App.3d 531 (4th Dist. 1985). Nevertheless, before access privileges are revoked, the user should be notified and allowed to give an explanation.

⁹ If students are allowed only supervised access and are not required to sign the *Authorization for Access to the District's Electronic Networks*, the provisions from the *Authorization* should be used as administrative procedures for covering student Internet use. See 6:235-AP1, *Acceptable Use of the District's Electronic Networks*. This is an optional sentence:

The Superintendent shall establish administrative procedures containing the appropriate uses, ethics, and protocol for Internet use.

The Harassing and Obscene Communications Act criminalizes harassing and obscene electronic communication. 720 ILCS 5/26.5.

communications and downloaded material, including files deleted from a user's account but not erased, may be monitored or read by school officials. 10

Internet Safety 11

Technology protection measures shall be used on each District computer with Internet access.¹² They shall include a filtering device that protects against Internet access by both adults and minors to visual depictions that are: (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students, as defined by federal law and as determined by the Superintendent or designee.¹³ The Superintendent or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose, provided the person receives prior permission from the Superintendent or system administrator.¹⁴ The Superintendent or designee shall include measures in this policy's implementation plan to address the following: 15

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹⁰ The Fourth Amendment protects individuals from searches only when the person has a legitimate expectation of privacy. This provision attempts to avoid Fourth Amendment protection for communications and downloaded material by forewarning users that their material may be read or searched, thus negating any expectation of privacy.

Email and computer files are "public records" as defined in the Ill. Freedom of Information Act (FOIA) if they are, as in this policy, "under control" of the school board. 5 ILCS 140/2. They may be exempt from disclosure, however, when they contain information that, if disclosed, "would constitute a clearly unwarranted invasion of personal privacy." 5 ILCS 140/7.

~~5 ILCS 140/7.~~ Alternatively, a school board may believe that making email semi-private enhances its educational value. The following grants limited privacy to email communications and can be substituted for the sample policy's sentence preceding this footnote:

School officials will not intentionally inspect the contents of email without the consent of the sender or an intended recipient, unless as required to investigate complaints regarding email that is alleged to contain material in violation of this policy or the District's administrative procedure, *Acceptable Use of the District's Electronic Networks*.

¹¹ See f/n 1.

¹² While it is best practice to do so, neither CIPA nor the rules for the E-Rate program specifically address whether school-owned computers or other mobile computing devices must be filtered when using a non-school Internet connection. Consult the board attorney for guidance on this issue.

¹³ This sample policy language is broader than the requirements in federal law (20 U.S.C. §7131, 47 U.S.C. §254, and 47 C.F.R. §54.520(c)(i)). It does not distinguish between minors (children younger than 17) and non-minors. The terms, *minor*, *obscene*, *child pornography*, and *harmful to minors* have not changed, but are now explicitly referred to in the regulations at 47 C.F.R. §54.520(a). Federal law defines *harmful to minors* as:

...any picture, image, graphic image file, or other visual depiction that—(i) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (ii) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (iii) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

The Federal Communications Commission specifically declined to find that access to social networking websites Facebook or MySpace are per se *harmful to minors*. School officials have discretion about whether or not to block access to these and similar sites. See supra f/n 3.

¹⁴ Permitted by 20 U.S.C. §7131(c). The policy's provision for prior approval is not in the law and may be omitted. The entire sentence may be eliminated if a board does not want the filtering device to be disabled.

¹⁵ In order to qualify for universal service benefits under the federal Children's Internet Protection Act (CIPA), the district's Internet safety policy must address the items listed in the sample policy. 47 U.S.C. §254(l). The sample policy accomplishes this task by requiring these items be addressed in the policy's implementation plan or administrative procedure.

Note that federal law requires the school boards to hold at least one hearing or meeting to address the *initial* adoption of the Internet safety policy. Later revisions of the existing policy need not follow the public notice rule of CIPA, though a board will still need to follow its policy regarding revisions and the mandates of FOIA.

1. Ensure staff supervision of student access to online electronic networks, **16**
2. Restrict student access to inappropriate matter as well as restricting access to harmful materials,
3. Ensure student and staff privacy, safety, and security when using electronic communications,
4. Restrict unauthorized access, including “hacking” and other unlawful activities, and
5. Restrict unauthorized disclosure, use, and dissemination of personal identification information, such as, names and addresses.

Authorization for Electronic Network Access 17

Each staff member must sign the *Authorization for Access to the District’s Electronic Networks* as a condition for using the District’s electronic network. Each student and his or her parent(s)/guardian(s) must sign the *Authorization* before being granted unsupervised use. **18**

Confidentiality

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

Violations

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

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

CIPA also requires this policy and its documentation to be retained for at least five years after the last day of service delivered in a particular funding year. This means the five year retention requirement begins on the last day of service delivered under E-rate, not from the day the policy was initially adopted. Consult the board attorney about this requirement and the best practices for your individual board.

16 Monitoring the online activities of *students* is broader than the requirement in federal law to monitor *minors*. The definition of minor for this purpose is “any individual who has not attained the age of 17 years.” See 47 C.F.R. §54.520(a)(4)(i). The use of the word *students* is a best practice.

17 The District’s administrative procedure, 6:235-AP1, *Acceptable Use of the District’s Electronic Networks*, ~~rather~~ than this board policy, specifies appropriate conduct, ethics, and protocol for Internet use. This is consistent with the principle that detailed requirements are not appropriate for board policy; instead, they should be contained in separate district documents that are authorized by board policy. Keeping technical rules specifying acceptable use out of board policy will allow for greater flexibility, fewer changes to the policy manual, and adherence to the belief that board policy should be confined to governance issues and the provision of guidance on significant district issues. This sample policy only requires staff and students to sign the Authorization; however, all users of the District’s Electronic Networks, including board members and volunteers, are bound by this policy and its implementing procedure and should be familiar with their content.

18 The Superintendent’s implementation plan should describe appropriate supervision for students on the Internet who are not required, or refuse, to sign the *Authorization*.

The use of personal electronic communication devices owned by students but used to gain Internet access that has been funded by *E-rate* is not addressed yet. The FCC has indicated that it does plan to address the issues associated with the application of CIPA requirements to this situation.

- LEGAL REF.: ~~No Child Left Behind Act, 20 U.S.C. §6777-20 U.S.C. §7131, Elementary and Secondary Education Act.~~
~~Children's Internet Protection Act, 47 U.S.C. §254(h) and (l), Children's Internet Protection Act.~~
~~Enhancing Education Through Technology Act, 20 U.S.C §6751 et seq.~~
47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.
720 ILCS 5/26.5.
- CROSS REF.: 5:100 (Staff Development Program), 5:170 (Copyright), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:210 (Instructional Materials), 6:220 (Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct), 6:230 (Library Media Program), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)
- ADMIN. PROC.: 6:235-AP1 (~~Administrative Procedure~~—Acceptable Use of the District's Electronic Networks), 6:235-AP1, E1 (Student Authorization for Access to the District's Electronic Networks), 6:235-AP1, E2 (~~Exhibit~~—Staff Authorization for Access to the District's Electronic Networks)

Instruction

Access to Electronic Networks

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

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

Curriculum and Appropriate Online Behavior

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

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

Acceptable Use

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

Internet Safety

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

1. Ensure staff supervision of student access to online electronic networks.
2. Restrict student access to inappropriate matter as well as restricting access to harmful materials;
3. Ensure student and staff privacy, safety, and security when using electronic communications;

4. Restrict unauthorized access, including “hacking” and other unlawful activities; and
5. Restrict unauthorized disclosure, use, and dissemination of personal identification information, such as, names and addresses.

Authorization for Electronic Network Access

Each staff member is responsible for understanding the content of the District's *Authorization for Electronic Network Access* as a condition for using the District's electronic network. Each student and his or her parent(s)/guardian(s) must sign the *Authorization* before being granted unsupervised use.

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

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

LEGAL REF.: No Child Left Behind Act, 20 U.S.C. §6777.
Children’s Internet Protection Act, 47 U.S.C. §254(h) and (1).
Enhancing Education Through Technology Act, 20 U.S.C §6751 et seq.
47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
720 ILCS 5/26.5.

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

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

ADOPTED: May 17, 2001

REVISED: June 18, 2020

Instruction

Assemblies and Ceremonies ¹

Assemblies must be approved by the Superintendent or designee and be consistent with the District's educational objectives.

The District shall not endorse or otherwise promote invocations, benedictions, and group prayers at any school assembly, ceremony, or other school-sponsored activity. ²

LEGAL REF.: [Lee v. Weisman, 505 U.S. 577+2 S.Ct. 2649](#) (1992).
[Santa Fe Independent Sch. Dist. v. Doe, 530 U.S. 290+20 S.Ct. 2266](#) (2000).
[Jones v. Clear Creek Independent Sch. Dist., 930 F.2d 416+77 F.2d 963](#) (5th Cir., 1991+1992), *reh'g denied*, 983 F.2d 234 (5th Cir., 1992) and *cert. granted, judgement vacated*, 505 U.S. 1215+13 S.Ct. 2950 (1992), *remand*, 977 F.2d 963, *reh'g denied*, 983 F.2d 234 (5th Cir., 1992), and *cert. denied*, 508 U.S. 967 (1993).

CROSS REF.: 6:70 (Teaching About Religion), 6:80 (Teaching About Controversial Issues)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content.

² School-sponsored prayers or invocations at athletic events, graduation, and performances violate the First Amendment to the U.S. Constitution. [Lee v. Weisman, 505 U.S. 577+2 S.Ct. 2649](#) (1992). Even permitting students to deliver a "brief invocation and/or message" as part of pre-game ceremonies at football games is unconstitutional when the district retains control of the message's content. [Santa Fe Independent Sch. Dist. v. Doe, 530 U.S. 290+20 S.Ct. 2266](#) (2000), and [Workman v. Greenwood Cmty. Sch. Corp.](#), 2010 WL 1780043 (S.D.Ind., 2010). Using a student-led message to solemnize a school event is problematic, especially when the student-led message was historically a prayer or when the purpose is to solemnize an athletic event as opposed to an event like graduation. However, the Supreme Court denied review of the Fifth Circuit Court of Appeals decision affirming a school board's policy that allowed nonsectarian and nonproselytizing student-led prayer during graduation ceremonies. [Jones v. Clear Creek Independent Sch. Dist., 508 U.S. 967+77 F.2d 963](#) (5th Cir., 1993+1992), *cert. denied*. In that case, high school seniors were permitted to choose student volunteers to deliver nonsectarian, nonproselytizing invocation at graduation ceremonies. The following is the policy upheld in that case:

1. The use of an invocation and/or benediction at the high school graduation exercise shall rest within the discretion of the graduating senior class, with the advice and counsel of the senior class principal [class sponsor];
2. The invocation and benediction, if used, shall be given by a student volunteer; and
3. Consistent with the principle of equal liberty of conscience, the invocation and benediction shall be nonsectarian and nonproselytizing in nature.

A board should consult its attorney before adopting such a policy.

Instruction

Assemblies and Ceremonies

Assemblies must be approved by the Building Principal and be consistent with the District's educational objectives.

LEGAL REF.: Lee v. Weisman, 112 S.Ct. 2649 (1992).
Santa Fe Independent School District v. Doe, 120 S.Ct. 2266 (2000).
Jones v. Clear Creek Independent School District, 977 F.2d 963 (5th Cir. 1992),
reh'g denied, 983 F.2d 234 (5th Cir. 1992) and *cert. denied*, 113 S.Ct. 2950
(1993).

CROSS REF.: 6:70 (Teaching About Religions); 6:80 (Teaching About Controversial Issues)

ADOPTED: May 17, 2001

REVISED: September 1, 2016

CURRENT

Instruction

Complaints About Curriculum, Instructional Materials, and Programs

Parents/guardians have the right to inspect any instructional material used as part of their child’s educational curriculum pursuant to School Board policy 7:15, *Student and Family Privacy Rights*.¹

Persons who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy should file a complaint using Board policy 2:260, *Uniform Grievance Procedure*. Persons with all other suggestions or complaints about curriculum, instructional materials, and/or programs should complete a eCurriculum eObjection form and/or use the *Uniform Grievance Procedure*. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a eCurriculum eObjection form.²

LEGAL REF.: 20 U.S.C. §1232h, Protection of Pupil Rights Amendment.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 7:15 (*Student and Family Privacy Rights*), 8:110 (Public Suggestions and Concerns)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ 20 U.S.C. §1232h(c)(1)(C)(i).

² A school district is not required to automatically accommodate a student’s or his/her parents’ religious beliefs by allowing the student to opt out of reading required materials or programs. A student is entitled to accommodation only if a district’s requirement *burdens* his/her free exercise of religion and the requirement is not justified by a *compelling state interest*. *Mozert v. Hawkins Co. Board of Educ.*, 827 F.2d 1058 (6th Cir., 1987). A student’s free exercise right would unlikely be burdened by compelling the student to be exposed to ideas with which his/her religion disagrees. See *Fleischfresser v. Directors of Sch. Dist. 200*, 15 F.3d 680 (7th Cir., 1994). On the other hand, compelling a student to perform an act that violates the student’s religious beliefs would burden his/her free exercise right, and the school district would need to justify the requirement with a compelling state interest in order to be able to enforce it.

Instruction

Complaints About Curriculum, Instructional Materials, and Programs

Persons with complaints about curriculum, instructional materials, and programs should complete an objection form and/or use the Uniform Grievance Procedure. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a curriculum objection form.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 8:110 (Public Suggestions and Concerns)

ADOPTED: May 17, 2001

REVISED: September 1, 2016

CURRENT

Students

Bus Conduct ¹

All students must follow the District's *School Bus Safety Rules*.

School Bus Suspensions

The Superintendent, or any designee as permitted in the School Code, is authorized to suspend a student from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Prohibited student conduct as defined in School Board policy, 7:190, *Student Behavior*.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the Superintendent or designee deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The District's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus. ²

Academic Credit for Missed Classes During School Bus Suspension ³

A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ All districts must have a policy on student discipline, (105 ILCS 5/10-20.14; 23 Ill.Admin.Code §1.280). State law requires the parent-teacher advisory committee, in cooperation with school bus personnel, to develop with the board, school bus safety procedures. (105 ILCS 5/10-20.14(c). See 4:110-AP3, *School Bus Safety Rules*.

² Attorneys disagree whether 105 ILCS 5/10-22.6(b), P.A. 99-456, eff. 9-15-16, applies to school bus suspensions; this sentence applies the law to school bus suspensions. 7:200, *Suspension Procedure*, satisfies the procedural requirements in 105 ILCS 5/10-22.6(b). Delete this sentence only at the direction of the board attorney.

³ The first sentence of this subhead is required by 105 ILCS 5/10-22.6(b-30), amended by P.A. 99-456, eff. 9-15-2016.

Electronic Recordings on School Buses ⁴

Electronic visual and audio recordings may be used on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school related activity. -Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. -Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

LEGAL REF.: Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99.105 ILCS 5/10-20.14, 5/10-22.6, and 10/720 ILCS 5/14-3(m).
23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 7:130 (Student Rights and Responsibilities), 7:170 (Vandalism), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities), 7:340 (Student Records)

ADMIN. PROC.: 4:110-AP3 (School Bus Safety Rules)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁴ This section is optional; it contains the statutory prerequisites for districts that want to use electronic audio and visual recording devices on school buses. ~~720 ILCS 5/14-3(m), amended by P.A. 98-1142.~~ These required prerequisites reside in an exception to the criminal eavesdropping statute. The criminal eavesdropping statute prohibits recording a conversation in which someone has a reasonable expectation of privacy without the consent of all parties but allows citizens to record public conversations without obtaining consent. While the criminal eavesdropping statute was legislatively corrected as of 12-30-2014, 720 ILCS 5/14-3(m) remains the same. Districts should consult with their board attorney regarding the requirements of the ~~new~~ statute.

In addition, consult with the board attorney concerning the status of video and/or audio recordings that were made on school buses. Confusion surrounds whether or not videotapes are *education records* for purposes of the federal Family Education Rights and Privacy Act (~~FERPA~~ 20 U.S.C. §1232g) and/or *school student records* as defined in the Ill. School Student Records Act (ISSRA) (105 ILCS 10/). The Ill. State Board of Education (ISBE) considerably reduced the confusion by stating in its rule that *school student records* do not include video or other electronic recordings "created at least in part for law enforcement or security or safety reasons or purposes;" (23 Ill.Admin.Code §375.10). ISBE rules also specify that: (1) electronic recordings made on school buses, as defined in the exemption from the criminal offense of eavesdropping in 720 ILCS 5/14-3(m), are not *school student records*, (~~Id.~~) and (2) no image on a school security recording may be designated as directory information. (23 Ill.Admin.Code §§ 375.10, 375.80(a)(2)(B)). This treatment exempts school bus videos from the multiple requirements in ~~ISSRA~~ the Ill. School Student Records Act. However, when responding to a request under the Freedom of Information Act (5 ILCS 140/) for recordings on school buses, a district will need to find an exemption other than the recording is a *school student record*.

Students

Bus Conduct

All students must follow the District's *School Bus Safety Rules*.

School Bus Suspensions

The Superintendent, or any designee as permitted in the School Code, is authorized to suspend a student from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Prohibited student conduct as defined in the Board policy, 7:190, *Student Behavior*.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the Superintendent or designee deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The District's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

Academic Credit for Missed Classes During School Bus Suspension

A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

Electronic Recordings on School Buses

Electronic visual and audio recordings may be used on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

LEGAL REF.: Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, 34 C.F.R. Part 99.
105 ILCS 5/10-20.14, 5/10-22.6, and 10.
720 ILCS 5/14-3(m).
23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 7:130 (Student Rights and Responsibilities), 7:170 (Vandalism), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities), 7:340 (Student Records)

ADMIN. PROC.: 4:110-AP3 (School Bus Safety Rules)

ADOPTED: May 17, 2001

REVISED: April 21, 2016

CURRENT

Students

Communicable and Chronic Infectious Disease ¹

A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the School Board's policies.² The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns.

LEGAL REF.: 105 ILCS 5/10-21.11.
~~410 ILCS 315/2a.~~
 23 Ill.Admin.Code §§ 1.610 and 226.300.
 77 Ill.Admin.Code Part 690.
~~Individuals With Disabilities Education Act~~, 20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act of 2004,
~~Rehabilitation Act, Section 504~~, 29 U.S.C. §794(a), Rehabilitation Act of 1973, Section 504.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ 105 ILCS 5/10-21.11 requires all ~~boards~~districts to ~~adopt~~have a policy on the appropriate manner of managing children with chronic infectious diseases. State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled in that competing interests (~~balancing the protectioning of~~ balancing the protectioning of the afflicted student's rights ~~against~~while the protectioning of the health and safety of the student body) have not been completely resolved.

² A student with a contagious disease is probably a *handicapped individual* under Section 504 of the Rehabilitation Act of 1973. (29 U.S.C. §794(a). See Sch. Bd. of Nassau Co. v. Arline, ~~407 S.Ct. 1123~~480 U.S. 273 (1987) (teacher with tuberculosis was handicapped under ~~s~~Section 504); Thomas v. Atascadero Unified Sch. Dist., 662 F.Supp. 376 (C.D. Cal., 1986) (a child with AIDS was a *handicapped person* under Section 504); Dist. 27 Community Sch. Bd. v. Bd. of Educ. of the City of New York, 502 N.Y.S.2d 325 (1986).

Students with contagious diseases may also qualify for special education under the Individuals With Disabilities Education Improvement Act of 2004. (20 U.S.C. §1400 et seq.) Each school district, independently or in cooperation with other districts, must provide a comprehensive program of special education that meets the needs of children ages 3 to 21 with exceptional characteristics as identified in State law, specifically including physical or health impairments. (105 ILCS 5/Art. 14).

Decisions to place a student in a class outside regular classes due to infectious disease must be based on medical evaluations indicating a need to protect the health and safety of others. Community High Sch. Dist. 155 v. Denz, ~~463 N.E.2d 998~~124 Ill.App.3d 129 (Ill.App.2nd Dist., 1984).

Cases involving contagious diseases are highly fact-specific. Generally, the appropriate treatment of a student depends on the severity of the disease and the risk of infecting others, but in all cases, the board attorney should be consulted.

Students

Communicable and Chronic Infectious Disease

A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the Board's policies. The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns.

LEGAL REF.: 105 ILCS 5/10-21.11.
410 ILCS 315/2a.
23 Ill. Admin. Code §§ 1.610 and 226.300.
77 Ill. Admin. Code Part 690.
Individuals With Disabilities Education Act, 20 U.S.C. §1400 et seq.
Rehabilitation Act, Section 504, 29 U.S.C. §794(a).

ADOPTED: May 17, 2001

REVISED: March 16, 2017

CURRENT

Community Relations

Parent Organizations and Booster Clubs

Parent organizations and booster clubs are invaluable resources to the District’s schools. While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the School Board welcomes their suggestions and assistance.

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District’s name, a District school’s name, or a District school’s team name, or any logo attributable to the District provided they first receive the Superintendent or designee’s express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has by-laws containing the following: ¹

1. The organization’s or club’s name and purpose, such as, to enhance students’ educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to all parent(s)/guardian(s) of students enrolled in the school, District staff, and community members.
5. A statement that the District is not, and will not be, responsible for the organization’s or club’s business or the conduct of its members, [including on any organization or club websites or social media accounts](#).
6. An agreement to maintain and protect its own finances.
7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster clubs may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion. The Board’s legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organization or club’s recommendation. ²

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ For boards that want to require all parent organizations and booster clubs to have 501(c)(3) status, use the following paragraph:

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District’s name, a District school’s name, or a District school’s team name, or any logo attributable to the District provided they first receive the Superintendent or designee’s express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club is a 501(c)(3) that has submitted proof of its status and has by-laws containing the following:

A 501(c)(3) organization is an organization that qualifies for exemption from federal income tax because it is organized and operated exclusively for one or more of the following purposes: religious; charitable; scientific; testing for public safety; literary; educational; fostering national or international amateur sports competition (but only if none of its activities involve providing athletic facilities or equipment); or the prevention of cruelty to children or animals. For more information, see www.irs.gov/charities-and-nonprofits www.irs.gov.

² Booster clubs are understandably selective in their support. However, by accepting booster club assistance that creates vast gender differences, a board may face claims that it has violated Title IX. Title IX’s focus is on equal funding opportunities, equal facility availability, similar travel and transportation treatment, comparable coaching, and comparable publicity. (34 C.F.R. Part 106).

Permission to use one of the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization or booster club regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos.³ The Superintendent shall designate an administrative staff member to serve as the recognized liaison to parent organizations or booster clubs. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

CROSS REF.: 8:80 (Gifts to the District)

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

³ Booster clubs present potential liabilities to a school district beyond loss of funds because they seldom are properly organized (they generally are not incorporated or otherwise legally recognized), carry no insurance, raise and handle large sums, and club members hold themselves out as agents of the school (after all, no funds could be raised but for the school connection). A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its attorney, to minimize liability, such as adding a requirement to item 6 above that the club: (1) operate under the school's authority (activity accounts); or (2) be properly organized and demonstrate fiscal responsibility by being a 501(c)(3) organization, obtaining a bond, and/or arranging regular audits. Ultimately, the best way to minimize liability is to be sure that the district's errors and omissions insurance covers parent organizations and booster clubs.

Community Relations

Parent Organizations and Booster Clubs

Parent organizations and booster clubs are an invaluable resource to the District's schools. While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the Board welcomes their suggestions and assistance.

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has by-laws containing the following:

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to all parent(s)/guardian(s) of students enrolled in the school, District staff, and community members.
5. A statement that the District is not, and will not be, responsible for the organization's or club's business or the conduct of its members.

Permission to use one of the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization or booster club regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos. The Building Principal or an administrative staff member will serve as the recognized liaison to parent organizations or booster clubs. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

CROSS REF.: 8:80 (Gifts to the District)

ADOPTED: May 17, 2001

REVISED: October 20, 2016

Strategic Plan Annual Goals End of year Report

August 19, 2021



Purpose: This report provides an account for the progress made during the 2020-21 school year as they pertain to the Annual Goals as outlined in the Destination 158 Strategic Plan.

Context: This plan was approved in June of 2020 and this report shares the status of the goals set in year 1 of the 5 year strategic plan.

■ **KPI 1.1: Based on the local growth model in ECRISS, in the 2020-21 District Overall Summary, at least 84% of students will make expected or high growth in reading.**

- ❑ **Status:** Met goal
- ❑ **Analysis:** The strategic plan goal of at least 84% of students making expected or high growth in reading as measured by the district assessments including STAR, IAR, and the SAT was accomplished as 85% of students met expected or high growth.

■ **KPI 1.2: Based on the local growth model in ECRISS, in the 2020-21 District Overall Summary, at least 84% of students will make expected or high growth in math.**

- ❑ **Status:** Did not meet goal
- ❑ **Analysis:** The strategic plan goal of at least 84% of students making expected or high growth in math as measured by the district assessments including STAR, IAR, and SAT was not accomplished as 80% of students met expected or high growth.

■ **KPI 1.3: The [2020-21 action steps](#) of the District [Social Emotional Learning Plan](#) will be implemented.**

- ❑ **Status:** Complete
- ❑ **Analysis:** During the 2019-20 school year, the District identified a measure designed to move forward a multi-year plan for improvement in social emotional learning. Prior years have been dedicated to completion of needs assessments, which led to creation of a multi-year comprehensive action plan based on the needs assessments within tiers of social emotional learning for students. A SEL Core Team guided the work, while sub-committees specialized in areas of focused support created action plans, which were built on momentum already underway across the District in all buildings. As a result, the District Social Emotional Learning Plan is a structure used to promote Social Emotional Learning in Huntley 158. Throughout the plan, there is a focus on consistency of students learning across all buildings with utilization of tiered learning experiences to help each student master curriculum targets. The District action steps have been completed this past school year despite challenging circumstances that impacted all students. A report can be found at this [link](#).

■ **KPI 1.4: A comprehensive online education program and implementation plan for high school courses will be constructed and presented to the Board of Education by year end.**

❑ **Status:** Complete

❑ **Analysis:** The Board of Education received a report on accomplishment of this measure on May 6, 2021. [The report can be found at this link.](#)

■ **KPI 2.1: For the 2020-21 school year, using the local growth model achievement benchmarking ECRISS, students with IEPs in grades K-8 will meet or exceed the projected proficiency benchmark of 15% in reading.**

❑ **Status:** Did not meet goal

❑ **Analysis:** The strategic plan goal called for 15% of students with IEPs in grades K-8 to meet the projected proficiency benchmark in reading. The goal was not met, as 11% of students met the projected proficiency benchmark.

■ **KPI 2.2: For the 2020-21 school year, using the local growth model achievement benchmarking ECRISS, students with IEPs in grades K-8 will meet or exceed the projected proficiency benchmark of 14% in math.**

❑ **Status:** Met goal

❑ **Analysis:** The strategic plan goal called for 14% of students with IEPs in grades K-8 to meet the projected proficiency benchmark in math. The goal was met, as 14% of students met the projected proficiency benchmark.

■ **KPI 2.3: The [2020-21 phases](#) of the District [Personalization of Learning Plan](#) will be implemented.**

❑ **Status:** Complete

❑ **Analysis:** The Personalization of Learning Plan indicators for 2020-21 have all been accomplished. Due to the needs for instruction during the pandemic, several elements of the plan have been accelerated and expanded in order to meet student needs in a unique situation, while the approach to others have been adjusted to accommodate the challenges related to staff collaboration and availability during the pandemic. Despite the need to continually modify the approach to the indicators, the district has moved forward on Personalization of Learning indicators. A report can be found at this [link](#).

■ **KPI 2.4: The Special Services delivery model will be aligned with best practices for instructional delivery, related services, and case management, as outlined in the [DM Group Opportunity Review Recommendations](#).**

- ❑ **Status:** In Progress
 - ❑ **Analysis:** The District is committed to offering a strong continuum of supports that allows provision of intense services within the district rather than outside the district. In alignment with the DM Group, the District believes that content-specific expertise is key to raising the outcomes of all students, including those with disabilities. Content-specific expertise is one of several ways to differentiate and specialize the many responsibilities of special education teachers as well as related services providers. However, due to the extraordinary demands placed on our staff and the multiple changes occurring in our programming and delivery of services during the 2020-21 school year, implementation, planning with staff, and administrator collaboration will proceed as the next step related to this goal. A committee will be working on further vetting out the options to make a final recommendation for our adopted service delivery model. The goal is to work with the committee through next school year with intent of implementing the adopted service delivery model the following school year. Part of the committee work will include collaboration with other districts who utilize other service delivery models. A report can be found at this [link](#).
-

■ **KPI 2.5: The Instructional Coaching Model will be aligned with best practices in instructional support and academic intervention, as outlined in the [DM Group Opportunity Review Recommendations](#).**

- ❑ **Status:** In Progress
- ❑ **Analysis:** The instructional coaching model has been reviewed and modified toward a student centered coaching approach, in alignment with best practices identified in the DM Group Opportunity Review Recommendations. However, due to the reallocation of the instructional coaching staff mid-year, and the extraordinary demands placed on building level staff during the 2020-21 school year, implementation planning with staff collaboration will proceed as the next step related to this goal. The conceptual realignment, and modification of the framework design is complete. A report on the instructional coaching model can be found [at this link](#).

■ **KPI 2.5: D158 Multi-tiered Systems of Support Model will be aligned with best practices in instructional support and academic intervention, as outlined in the [DM Group Opportunity Review Recommendations](#).**

- ❑ **Status:** Complete
 - ❑ **Analysis:**HUNTLEY 158 MTSS VISION. Our Huntley 158 community will meet all students' academic and social- emotional needs through a systematic, equitable, and collaborative approach. High quality instruction is provided through a continuum of tiered supports and services using data-driven decision making, ensuring all students have the supports needed to promote learning and growth. The District 158 Multi-Tiered System of Supports (MTSS) Guidance Document serves as a concise, consistent, and comprehensive outline of the essential components of our PreK-12 framework. D158 MTSS Guidance Document can be found at this [link](#).
-

■ **KPI 2.6: Staff will advance toward the "Design and Apply" stage of the District Professional Learning Continuum.**

- ❑ **Status:** In Progress
 - ❑ **Analysis:** Professional learning needs and delivery have been greatly impacted due to the pandemic and the shifts between remote learning and hybrid learning. Teachers have accessed professional learning at increasing rates, especially with regard to the needs of technology, instructional design/delivery, and classroom management. Due to the urgent need for teachers to learn new technology skills and new instructional skills in specific ways, at the beginning of the school year most teachers engaged at the “participate and apply” stage. As the year progressed, professional learning opportunities were able to be differentiated, with teachers gaining the space to choose and apply learning that best met their needs. Due to the extraordinary demands on staff members caused by the pandemic, most staff were unable to engage in designing their own learning paths, as they were coping with rapidly changing environments and unprecedented learning needs for their own development. In addition, the instructional coaching structure in the district, a foundational component of the professional development delivery system, was paused as almost all instructional coaches were reassigned to part-or full-time teaching positions to meet the needs of students. As the year progressed, staff members at the secondary level were able to advance in greater numbers across the continuum from “participate” to “choose,” as reflected in opportunity data gathered by instructional coaches. At the elementary level this coaching data was unable to be gathered and tracked, as all coaches were reassigned. Advancement from “participate and apply” to “choose and apply” at the secondary level represents a step across the continuum toward “design and apply.” For this reason, the measure is designated as “in progress,” with next steps identified for programming.
-

■ **KPI 3.1: The [2020-21 action steps](#) of the District [Equity Action Plan](#) will be implemented.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** Our District is committed to ensuring that student outcomes are not predictable by race, ethnicity, socioeconomic status, or educational needs. Through our focus on access, opportunity, and equity, we continue to make progress toward addressing disparities in outcomes for students of color, students with special needs, and students impacted by poverty. We strive to create a welcoming environment for every family, student, staff and community member by embracing diversity, including all, and using an equity lens to make decisions.
The purpose of the D158 Equitable Approach to Education Framework is to make explicit the ways in which our district will address the challenges of systemic inequities that impact the opportunities for our students. Action steps are underway, in addition to additional measures related to the needs identified due to the student and the staff experiences during the pandemic.
[Equity Action Plan 2020-2025 - Condensed Guide](#)
[Destination 158 Educational Equity Action - Action Steps 2020-2021](#)
-

■ **KPI 3.2: Year Two recommendations of the 2019 Comprehensive Safety Assessment will be implemented.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** The completion status of implementation of the recommendations were shared with the board of education in closed session during the June Regular Board Meeting. A copy of the report was provided to the board at that time.
-

■ **KPI 3.3: A review of after-school hours security will be completed, with a culminating recommendation report presented to the Board of Education by year end.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** The final report of this after hours security study was shared with the school board in closed session at the June Regular Board Meeting. A copy of the report was provided to the board at that time. Results of the changes recommended will be found in our rental agreements as expectations have changed of our outside partners for security coverage to ensure the students and district buildings are safe and secure while enjoying the activities our community offers within our schools.
-

■ **KPI 3.4: A hub of school and community mental health resources will be developed and deployed on all student and staff devices.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** The District's [Virtual Wellness and Calming Space](#) launched at the beginning of the school year. This link has been pushed out as a bookmark on all staff and student devices and has been promoted numerous times in e-newsletters and social media.
-

■ **KPI 4.1: The District website will be fully transitioned to the new huntley158.org by year end.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** Work on this collaborative project has been completed and the new Huntley158.org is ready to go live. Further consultation with Mr. Armstrong and Ms. LeMoine in our communications office, it was determined that Huntley 158 families should transition back into this school year with a familiar platform and eliminate the possibility of added stressors with a new website, so they can find information they need quickly and easily. The new Huntley158.org will transition in the fall of 2021 after the school year has begun.
-

■ **KPI 4.2: Overall satisfaction with District communication will be 90% or higher, as measured by family survey.**

- ❑ **Status:** In Progress
 - ❑ **Analysis:** This goal will be measured in surveys yet to come. The Modified Remote Learning feedback survey administered in September and October provided some insight regarding room for improvement, with 15.6% of respondents indicating some level of dissatisfaction with communication specifically in regard to the Modified Remote Learning plan.
-

■ **KPI 4.3: The District will meet or exceed State fiscal health guidelines.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** This goal is completed as outlined by the FY20 Audit report, outlining the District's Profile Score Rating remains at 3.8, that of "Financial Recognition".
-

■ **KPI 4.4: The Long-term Capital Improvement Plan will be revised reflecting prioritization of budget dollars for student needs, while maintaining safe and comfortable facilities.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** This goal is completed as reflected in the FY21 Budget approved in September, and reflects the presentation of the O&M Deferred Maintenance and Capital Project Plan, as presented in August, 2020.
-

■ **KPI 4.5: A multi-year plan identifying areas of potential increased operational efficiency will be presented to the Board by March 15, 2021.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** This goal is completed, however, continues to be in progress with numerous operational efficiencies completed and underway, A full report was presented at the March 4th Committee of the Whole meeting. Just a few of the operational efficiencies include: Finalizing LED throughout the District, performing our own salt pretreatment application, staffing analysis and review of current HR systems/software, identifying other Medicaid opportunities such as Free Care and claiming 1:1 aides at private facilities, SB508 Legislation for property taxes, operational contract audits, the HS coffee and ancillary serving station, shifting of the bus fleet to Propane, Transportation route audit/review and Technology's software inventory refresh and review.
-

■ **KPI 4.6: Parent/family education opportunities regarding student learning and support (Parent University) will be offered.**

- ❑ **Status:** Complete
 - ❑ **Analysis:** The District has held four “Youth Mental Health First Aid” Parent University sessions, which were well attended. Demand for similar programs focused on younger children was heard, and two webinars on “Addressing Mental Health in Younger Children” are scheduled for February. In addition, the high school has launched [Partnering for Prevention](#), a monthly parent education series focused on substance abuse prevention. The Special Services Department has held several “Empowerments in Education” webinars for families of students with special needs.
-

APPENDIX

KPI 1.3 2020-21 SEL PLAN ACTION STEPS

- Implement Tier 1 SEL at elementary level
- Pilot SEL screeners/surveys at elementary level
- Develop Tier 1 SEL through infusing standards into Health Units and PE lessons at secondary level
- Begin Professional Development on SEL standards at secondary level
- Implement Tier 2 and Tier 3 consistently
- Begin training staff on SEL screener/survey at secondary level
- Implement SEL screener/survey at secondary level

[View full SEL Plan](#)

[Back to KPI 1.3](#)

KPI 2.3 2020-21 DISTRICT PERSONALIZATION OF LEARNING PLAN PHASES

- Design Phase K-5 Math and Music/Art
- Design Phase 6-12 Math
- Implementing Phase K-5 Units and Explore
- Implementing Phase K-12 PE/Health
- Implementing Phase 6-12 Music, Social Studies, Science, ELA, CTE and Exploratory

[View full Personalization of Learning Plan](#)

[Back to KPI 2.3](#)

KPI 3.1 2020-21 DISTRICT EQUITY ACTION PLAN ACTION STEPS

- Build upon systems and processes to increase the access and offerings of advanced programs for historically underrepresented students.
- Use racially disaggregated data to inform all district decision-making and instruction and to identify the barriers that prevent students of color and students from low-income families from enrolling in advanced courses and take action.
- Evaluate the current process used for screening students for advanced level classes and implement changes if needed.
- Examine representation in advanced coursework, including AP, dual enrollment, academies, gifted and talented programs, and eighth grade algebra.
- Collect information to diagnose the various barriers that different groups of students face to accessing and succeeding in advanced coursework.

- Increase and improve social-emotional support for all students.
- Administrators will examine individual student progress data through a lens of equity.
- Involve students in important initiatives and programs related to culture and climate.
- Provide professional learning to staff to eliminate the deficit-thinking lens.
- Increase foster youth, homeless, and student with disabilities supports.
- Implement restorative practice strategies such as classroom meetings, community circles and other social justice strategies to eliminate disproportionality in discipline data.
- Provide Professional learning to teachers in effective and rigorous instructional strategies to support all students' standards mastery.
- Enhancing access to the general education curriculum for students with disabilities.
- Conduct curriculum audit to determine evidence of bias and/or the lack of inclusion in the standards-aligned instructional materials and determine if the materials reflect the race, culture or ethnicity of our student groups.
- Provide equitable opportunity and access to eliminate disproportionate representation of students of color in specialized education programs.
- Improve teacher to student relationships in order to foster student interest in curricular and extracurricular activities.
- Implement and train all staff on the components of the D158 Equity Framework.
- Incorporate the concept of Equity in all professional learning and development, and in the development of all initiatives to utilize the Equity lens and D158 Framework as the foundation of all district work.
- Develop a mentorship program for people of color to create a pipeline into leadership positions.
- Continue to recruit and hire diverse staff for leadership roles.
- Engage in honest conversation with staff, parents and community members about concerns and issues that impact our diverse population.
- Establish a protocol for recruiting and sustaining representation of parents of color as members of the school board, and district committees.
- Develop an equity focused evaluation process of all administrators.
- Develop new partnerships and maintain and strengthen current partnerships with culturally diverse institutions, including colleges, organizations and churches with a focus on conducting targeted recruiting and hiring initiatives for potential candidates that will diversify our staff.
- Identify and initiate alternative recruitment strategies to target diverse candidates.
- Establish procedures for district-wide diversity orientation for all building leaders and interview committees. This includes developing a consistent process for screening and interviewing job candidates that includes questions and scenarios relating to diversity and equity.

[View full Equity Action Plan](#)

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Huntley Community School District 158

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Date: August 19, 2021

To: Board of Education

From: Dr. Scott Rowe, Superintendent

Subject: 2020-2021 Strategic Planning Measures End of Year Report

Executive Summary

The Huntley Community School District 158 Administration sets measures for school board approval in our annual pursuit to move toward attainment of the strategic planning goals. Each year the measures guide the work in the District as incremental steps toward continual improvement. At the conclusion of the school year, District Administration assesses performance against the measures set that year. Due to the necessary District response to managing the COVID-19 crisis, some measures were unable to be achieved due to shifting staff resources within the district in response to the crisis, while another proved to be a larger endeavor than originally intended, taking more time to properly evaluate and navigate the change process. The district was able to measure the appropriate academic growth areas, and met those growth targets in reading and special education mathematics, while falling short in the general education math and special education reading goals. Therefore, the District met 14 of 20 attainable measures, equaling 70%.

Recommendation

The District Administration is seeking approval of the achievement of the annual growth measures by the Board.